

## **EVENT REGISTRATION**

To request an event to be held at Peoples Advantage Federal Credit Union, a partnership form must be filled out. You can do so by following this link, https://www.peoplesadvfcu.org/community-partners.html.

The purpose of this form to acquire all necessary information for future events. Event registration is due no later than 35 days prior to the event date (exceptions do apply.) Please fill out this registration to its entirety and email to <a href="marketing@peoplesadvfcu.org">marketing@peoplesadvfcu.org</a>. All incomplete registration will be returned to you for completion. Once your event has been approved and a date has been locked in, you will be notified for confirmation.

Organization/Company Name:
Point of Contact Name:
Phone Number:
E-mail Address:
Name of Event:
Date of Event (MM/DD/YY):
Start/End Time of Event:
Maximum Number of Attendees:
Location Requested:
*In certain audience sizes and/or equipment needs, location availabilities may be limited. If needing to change location, we will notify you.
Event Description: