

# Are you planning a MEETING or an EVENT?

Is it open ONLY to VCOM  
Students/Faculty?

Will you have a  
Guest Speaker?

Is the Guest Speaker a current  
VCOM Faculty/Staff Member?

Can this get-together be  
contained in either the 2nd  
Floor LOUNGE or Lecture Hall?

Will you be conducting any type  
of fundraiser (including charity  
events, monetary donations,  
donated items, etc)?

