

Business Services Request Form

Coca-Cola Beverage Donations

Date _____

Department: _____

Contact Person: _____

Phone: _____

E-mail: _____

Request: # of cases _____

Event: _____

Date of event: _____

Delivery location: _____

Give brief description of event.

How is this event university related?

How is this event academically linked?

What is the estimated number of participants for this event? _____

Is there an admission fee for this event? _____

Business Services Use Only:

Date reviewed: _____

Reviewed by: _____

Request: approved _____ denied _____

Explanation: _____

REQUEST MUST BE SUBMITTED 3 WEEKS PRIOR TO EVENT.

For more information call (305) 348-2187

E-mail this form to alfonsod@fiu.edu or fax it to: (305) 348-2832.