

AGR DJ Request Form

Directions: Please fill out the form completely. The Chapter will discuss your request during our weekly business meeting and notify your organization if we have accepted or rejected your request. AGR-Alpha Psi grants DJ service for events on a first come first serve basis. It is advised to submit your form at the start of each semester if your organization has planned an event in which you would our organization to provide our services. Otherwise we require the form to be submitted to the AGR Mailbox in the University Center no later than four weeks before the event. Thank you for your submission!

Date submitted: ____ / ____ / ____

Date of Event: ____ / ____ / ____

Name of organization: _____

President's Name: _____

Phone: _____ Email: _____

Event Contact's Name: _____

Phone: _____ Email: _____

Location of Event: _____

Time at which DJ must be in place: _____ DJ end time: _____

Service Fee Structure:

- \$50.00 Flat fee with \$20.00 charge per hour it is used. (*set up, DJ-ing, and tear down*)
- \$10.00 per hour for each DJ person onsite (*a minimum at least 2 AGR members must be present.*)

Other notes you would like to provide the chapter?

Please direct any questions regarding this form to the AGR Noble Ruler or VNR of Commissary. Their contact information can be found under the Executive Board Officers on our website.

FOR OFFICE USE ONLY:

Date Received: ____ / ____ / ____

Date Reviewed: ____ / ____ / ____

Circle one.

Accepted or Rejected