

# EVENT REQUEST for LCAA WEBSITE

(Return to Liberty Center office or email to [genaphs@gmail.com](mailto:genaphs@gmail.com))

## **CONTACT INFORMATION** \_\_\_\_\_ *(this will be referenced on your event as LCAA is not responsible for registrations)*

NAME: \_\_\_\_\_

PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

Please provide a picture that will represent your event.

Sending an electronic attachment is preferred.

## **EVENT INFORMATION**

EVENT NAME: \_\_\_\_\_

DATE(s): From: \_\_\_\_\_ To: \_\_\_\_\_

TIME: From: \_\_\_\_\_ To: \_\_\_\_\_

LOCATION: \_\_\_\_\_

PRICE: \$ \_\_\_\_\_ (per person / per couple / other) \_\_\_\_\_

IS THERE A MAXIMUM # OF GUESTS? IF SO, HOW MANY? \_\_\_\_\_

EVENT DESCRIPTION / DETAILS: