Event proposal form

# Event details

| Event title | Advertise For Students |
| --- | --- |
| Target group | Student Body |
| Proposed by | Davina Malbrough (President) |
| Event date(s) | Ongoing |
| Event duration | N/A |
| Expected attendees | N/A |
| Amount requested | $200 |

# Event description

ASMC will design a poster for our A-frames to display around campus, aiming to reach more students and encourage their involvement.

# Proposed program

## Example of a timetable

| Sep 19 | Talk about designs and ideas |
| --- | --- |
| Sep 19 | Possibly ordering the posters |
|  |  |

# Pricing

(please include items your organization already owns. If you already have an item, put the price as $0)

| Activity/Item  (please include where we are getting the item from) | Hourly rate/flat fee | Estimated hours/quantity | Price |
| --- | --- | --- | --- |
| Poster Paper | 50$ per A-frame | N/A | $200 |
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# Next Steps

This portion is done after the proposal is presented. In this portion, describe what needs to be completed to have this event run smoothly. Delegate tasks. This item is correlated to the pricing.

| Task | Person responsible |
| --- | --- |
| Pay | Doris |
|  |  |