This form last updated: 8/14/2019

UNI IFC & Panhellenic Council – Social Notification Form
Event Monitor PRE-Event Form

This form must be submitted 2 days prior to the scheduled event. Ideally, it is submitted along with the Pre-Event Guest List. Forms and Guest Lists are to be submitted to the Office of Student Life during regular business hours.

Host Chapter A: _________________________ Event Date: __________________________
Host Chapter B: _________________________ Time: (from) __________ (to) __________
Venue Name/Chapter House (if BYOB): _____________________________________________

Event Monitors
Minimum of 1 Event Monitor for every 15 guests. Event Monitors must meet the following:
- Red Watch Band trained
- Not consume alcohol 12 hours prior to the start of the event
- Not consume alcohol during the event
- Cannot be a new member (in first semester of membership)
- Must be serving voluntarily
- If the event is co-hosted, Event Monitors should represent both chapters evenly

\[ \frac{\text{# of Guests Invited}}{15} = \text{# of Event Monitors Needed} \]

By signing, you acknowledge that you served as an Event Monitor for the event listed above and that you met the criteria for an Event Monitor.

Name | Chapter | Signature
--- | --- | ---
1. | | |
2. | | |
3. | | |
4. | | |
5. | | |
6. | | |
7. | | |
8. | | |
9. | | |
10. | | |

*You may attached additional sheets as needed.*

Name of Person Submitting this Form: ___________________________________________
Signature: _________________________ Date: _________________________
## FOR OFFICE USE ONLY:

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<thead>
<tr>
<th>Approved By</th>
<th>Initials</th>
<th>Date</th>
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<tbody>
<tr>
<td>IFC Vice President of Administration</td>
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<tr>
<td>Panhellenic Vice President of Risk Management</td>
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<td>Fraternity &amp; Sorority Life Advisor</td>
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<td>Office of Student Life Secretary</td>
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