



**CLARION UNIVERSITY**  
 Office of Campus Life  
 Fraternity & Sorority Affairs



**Event Registration Form**

This form must be completed for all social functions, where alcohol is present, and submitted to the Office of Campus Life, along with a guest list, at least 48 hours prior to the event. A “social function” is defined as a mixer, party, date party, brotherhood/sisterhood event, formal/semiformal, parent event, alumni event or any situation sponsored or endorsed by the chapter at which there is the possession use and/or consumption of alcoholic beverages regardless of whether it occurs on or off the chapter’s premises.

**General Information**

Host Chapter: \_\_\_\_\_ Date of Event: \_\_\_\_\_

Location of Event: \_\_\_\_\_

Address: \_\_\_\_\_

Hours of Event: Start \_\_\_\_\_ Ending \_\_\_\_\_ Estimated Attendance: \_\_\_\_\_

Type of Event:

- Party  Mixer  Date Party
- Brotherhood/Sisterhood Event (MEMBERS ONLY)  Formal/Semi-Formal
- Parent’s Event  Alumni Event  Other: \_\_\_\_\_

Theme: \_\_\_\_\_

How will alcoholic beverages be provided?

- Sold by a Third Party Vendor licensed to sell alcoholic beverages
- BYOB (Follow FIPG Guidelines)

Is the event co/sponsored with another organization:  Yes  NO If “yes,”

please indicate the names of the other organization(s): \_\_\_\_\_

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**Guest List**

In accordance with FIPG Policy, chapter guest lists are not to exceed two guests per member.

<b>Guest Name</b>	<b>Guest Name</b>
1.	31.
2.	32.
3.	33.
4.	34.
5.	35.
6.	36.
7.	37.
8.	38.
9.	39.
10.	40.
11.	41.
12.	42.
13.	43.
14.	44.
15.	45.
16.	46.
17.	47.
18.	48.
19.	49.
20.	50.
21.	51.
22.	52.
23.	53.
24.	54.
25.	55.
26.	56.
27.	57.
28.	58.
29.	59.
30.	60.

**OVER**

<b>Guest Name</b>	<b>Guest Name</b>
61.	91.
62.	92.
63.	93.
64.	94.
65.	95.
66.	96.
67.	97.
68.	98.
69.	99.
70.	100.
71.	101.
72.	102.
73.	103.
74.	104.
75.	105.
76.	106.
77.	107.
78.	108.
79.	109.
80.	110.
81.	111.
82.	112.
83.	113.
84.	114.
85.	115.
86.	116.
87.	117.
88.	118.
89.	119.
90.	120.