

Associated Students of Hartnell College Activity Petition Form

IMPORTANT NOTE: This form with an "Application for Use of College Facilities," "Miscellaneous Technical Check List," contracts (if applicable) **must be completed and submitted** to the ASHC advisor at least **TWO WEEKS PRIOR TO THE EVENT**.

EVENT: _____ TODAY'S DATE: _____

DATE OF EVENT: _____ START TIME: _____ END TIME: _____

CLUB/ORGANIZATION SPONSORING EVENT: _____

LOCATION: _____

Have facilities been tentatively approved through Distance Education, Evenings, Weekends Office?
 Yes No

If admission is to be charged, or donations requested, what is the amount? \$ _____

CHAPERONES (Signatures required)

1 _____
2 _____
3 _____

At least **two chaperones are required for after hour activities** (after 5 pm) such as dances, concerts, dinners, etc., unless waived by the Vice President of Student Affairs and Athletics. Chaperones must be employees of the Hartnell Community College District. A chaperone must accompany students on all Hartnell College sponsored field trips.

- The chaperones who sign up for the activity, assume the responsibility of attending the activity for its full duration. At least one chaperon must be present during all decorating and clean up time.
- If special security services are required, have arrangements been made? Yes No
- (Salinas City Police **MUST** provide security for all dances and concerts)
- If Campus Security is required, have arrangements been made? Yes No
- All activities involving FOOD must have an accompanying "Food Petition" on file.

Club Advisor Signature

Date

ASHC Advisor Signature

Date