

FOR OFFICE USE ONLY

Event: ☐ No Conflict ☐ Conflict (will contact to reschedule)

☐ Event cannot be held. Reason: _____

**JACKSONVILLE STATE UNIVERSITY
DEAN OF STUDENTS OFFICE
DESIGNATED PUBLIC FORUM AREA REQUEST**

Jacksonville State University (the "University") has designated the Theron Montgomery Building Lawn and the Amphitheater as Designated Public Forum Areas. While also available for use by the University's Campus Community, the Designated Public Forum Areas are to be used by individuals, groups, or organizations not affiliated with Jacksonville State University when they wish to engage in Protected Expressive Activity on the campus. Requests to engage in Protected Expressive Activity on campus and to reserve a Designated Public Forum Area for that purpose must be made in-person at least three business days in advance of the activity. This advance notice allows the University the opportunity to avoid the problem of simultaneous and/or competing assemblies or demonstrations and to arrange for adequate security. Persons making the request and those participating the demonstration are responsible for reviewing and complying with JSU's Policy on the use of the University's Campus For Expressive Activity By Outside, Non-Sponsored Speakers.

Space Requested:

☐ TMB Lawn

☐ Amphitheater

Name of Person Making Request: _____

Name of Person Making Request: _____

Your Phone Number: _____

Your Email Address: _____

Name of Business or Organization You Represent (if any): _____

Is this a Non-Profit Organization?: ☐ Yes ☐ No *Non-profit documentation will be required.

Date of Event/Service (required): _____

Beginning Time of Event: _____ **Ending Time of Event:** _____

Estimated Attendance: _____

DAY OF EVENT INFORMATION

On-Site Contact Person: _____

On-Site Person Phone Number: _____