

VSU ALUMNI ASSOCIATION ALUMNI SUPPORT REQUEST

The Valdosta State University Alumni Association is pleased to offer support to selected **VSU Alumni** related activities and events. To ensure adequate processing time, **requests should be submitted at least 60 days before the date needed.**

Name/Group Name: _____

Email _____

Phone _____

Contact Person _____

Date of Event _____

Date of Funds Needed _____

Type of Event _____

Purpose of
Event _____

Expected
Attendance _____

Amount of funds
requested _____

How funds will be
used _____

Total Program
Budget _____

Method(s) of recognizing Alumni Association contribution, i.e.
publicity: _____

Amount of support from other sources (list sources, if
applicable): _____

Additional Comments or requests:

Attach page if additional space is needed.

To be considered, please complete this form and return it to:
alumni@valdosta.edu

Questions? Contact Office of Alumni Relations, at 229-333-5797

Support Fund Reporting Guidelines

Acknowledgements

Public acknowledgement of funding from the VSU Alumni Association should be included in any printed publicity materials, programs or reports. Please use the following single line of text for all acknowledgements.

This program is supported in part by the Valdosta State University Alumni Association.

The Alumni Association logo is available for use. Please request it, along with a style guide, from the Office of Alumni Relations alumni@valdosta.edu

Follow up

*Please submit a brief summary of your event or activity including highlights of the program, attendance, discussion and any other details that would help illustrate the impact of this program on Valdosta State University and its alumni.

VSU Alumni Association
1500 N. Patterson St.
Valdosta, GA 31698
229-333-5797
Email: alumni@valdosta.edu
Website: www.valdostastate.org

DATE APPLICATION SUBMITTED TO ALUMNI OFFICE _____
(This question is to be completed by the alumni staff)