

University Police Department

5500 Campanile Drive

San Diego, CA 92182-4390

Emergency Phone: (619) 594-1991



Event Staffing Request Form

Name:

Date:

Department:

Phone:

E-mail:

Mail Code:

Event Type:

Date of Event:

Start Time:

End Time:

Account Number:

Expected Attendance:

Please describe the service needed, and an estimate will be forwarded for your approval:

Please submit form to:

Auxiliary Services Coordinator

University Police Department

MC – 4390

Office: 619-594-3424

Fax: 619-594-4473

E-mail: sbrown2@mail.sdsu.edu

Save and print this form for future reference.

This form does not guarantee staffing will be provided.