

Revision Reason:  
Chair/dept change

# Purdue University Calendar Office

## Activity Revision Form

☐ Conf Coord ☐ N/C  
33953 2

2017

Title: **Engineering Advisory Council**

Start Date: **Thursday, October 12, 2017**

End Date: **Friday, October 13, 2017**

Est Attend: 70

Start Time: **7:30:00 AM**

End Time: **10:00:00 PM**

# Under 18: 0

### FEE AND CANCELLATION POLICY:

Cancelled programs may incur cancellation fees for facilities and services if released within the year prior to the event. Please refer to Room Scheduling and Building Use Policies for the Purdue Memorial Union and Stewart Center: <http://union.purdue.edu/documents/pmu/PMUPolicies.pdf>. Should you find it necessary to cancel this program, please contact the University Calendar Office at 765-494-7230 or email [calendar@purdue.edu](mailto:calendar@purdue.edu).

### RESERVED MEETING FACILITIES:

October 12, 2017, 5:00 pm to 10:00 pm  
PMU Anniversary Drawing Room, East Faculty Lounge (Dinner)

October 13, 2017, 12:00 noon to 2:00 pm  
PMU East Faculty Lounge (Lunch)

October 13, 2017, 7:00 am to 5:00 pm  
STEW 204, 213, 214ABCD

Note: Removed Dept Fund Number and Cost Center Number.

Previous Chairperson: Sam Genson

**APPROVAL: The sponsoring department understands the fee and cancellation policy and approval is hereby granted for this event. We request the signatures of the chairperson/contact and person fiscally responsible.**

Dept Fund: \_\_\_\_\_ Dept Cost Center / RIO: \_\_\_\_\_

Chairperson/Contact: \_\_\_\_\_  
Signature Date

Fiscal Responsible Contact \_\_\_\_\_  
Signature Date

**Official University approval is hereby granted for this event.**

\_\_\_\_\_  
Director, Conference Division Date

### UNION CLUB HOTEL REQUEST:

**15** Union Club rooms for the night(s) of **10/12/2017** thru **10/12/2017**  
**10** Union Club rooms for the night(s) of **10/13/2017** thru **10/13/2017**  
**0** Union Club rooms for the night(s) of \_\_\_\_\_ thru \_\_\_\_\_

NOTE: Individual hotel requests MUST be received 10 days prior to start of hotel reservation or the above room block is released. Space request is not guaranteed until this form is signed by Union Club Director.

Union Club Note:

### UNIVERSITY RESIDENCES REQUEST:

Space request is not guaranteed until this form is signed by University Residences.

Dates: Check-in Check-out

# of Spaces: 0

Dining Srv: No Adult: 0 Youth: 0 Female: 0 Male: 0

Res Hall Note:

Chairperson: Kim Yoder

Chair Phone: 765-494-1976

Cost Center: 4014001000 Building: DAUC

Dept Name Engineering Administration

Conf Coord Assigned: **No Coordinator** Phone:

E-mail [cecSysAdmin@gmail.com](mailto:cecSysAdmin@gmail.com) Previous:

**Contact:** Kim Yoder

**Phone:** 765-494-1976

**Fax:**

**E-mail:** [keyoder@prs.org](mailto:keyoder@prs.org)

**Address:**

### FACILITIES RESERVATIONS APPROVED BY:

**seidel 4/11/2014**

Facilities, Memorial Union Date Elliott, Fowler, Loeb Date Athletics Date University Residences Date

**jebeach 4/8/2014 jday 4/4/2014**

PMU Scheduling Date Union Club Date Space Management Date Other Date

Date Printed: 11/7/2014 02:32:38 PM

**SO / JC**