**Blue and Gold Society**

**Event Request Form**

Please Submit requests at least **two** weeks prior to your event date.

<table>
<thead>
<tr>
<th>Field</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Today’s Date</td>
<td><strong>/</strong>/__</td>
</tr>
<tr>
<td>Event Date</td>
<td><strong>/</strong>/__</td>
</tr>
<tr>
<td>Confirmation needed by</td>
<td><strong>/</strong>/__</td>
</tr>
</tbody>
</table>

**Contact Information**

- **Requester’s Name:** _____________________________
- **Requester’s E-mail:** ___________________________
- **Department:** _________________________________
- **On-Site Contact:** ______________________________
- **On-Site Mobile Number:** ________________________

**Event Details**

- **Title of Event:** ________________________________
- **Event Location:** ________________________________
- **Event Description:** ________________________________

**Assistance Required**

- **Number of Blue and Gold members needed:** ________

- **Arrival Time:** __: __
- **Departing Time:** __: __
- **Blue and Gold Society attire:**
  - [ ] Formal (suit)
  - [ ] Casual (rugby shirt)
  - [ ] Other

- **Any Additional Information:** ____________________________________________________________

**Our Mission**

*Blue and Gold Society members are the student ambassadors of the Pitt Alumni Association. We support university related programs and community-wide events by strengthening the relationship among alumni, students, faculty and staff.*

**The Blue and Gold Society can contribute to your event by:**

- Welcoming and introducing speakers
- Promoting the Pitt Alumni Association
- Speaking on behalf of the University from a student’s perspective
- Assisting in recognizing award recipients, donors, dignitaries, etc.
- Promoting Pitt Spirit!!!

**Submit form to:**

Giana Lupinetti  
Blue and Gold Society  
External Vice President  
bgsexternal@gmail.com

cc: MJ Lovett  
Blue and Gold Society Advisor  
lmj@pitt.edu

If you have questions or need additional information, contact MJ Lovett at 412-400-8050 or lmj@pitt.edu