

THIS FORM MAY BE RETURNED TO:
SWOSU PR & Marketing Office
Administration Building - Room 205

THIS FORM MAY BE FAXED TO:
(580) 774-7117
THIS FORM MAY BE E-MAILED TO:
news@swosu.edu
(Please put "Marquee Request" in
the subject line)

SWOSU STUDENT CENTER MARQUEE REQUEST FORM

Please indicate the date you completed and submitted this form: ___/___/___

ORGANIZATION: _____

CONTACT NAME: _____

CONTACT PHONE: _____

CONTACT EMAIL: _____

MESSAGE REQUEST*:

DATES YOU WOULD LIKE THIS MESSAGE POSTED: _____ to _____

This form must be submitted at least FIVE WEEK DAYS prior to the first day you would like your message posted.

OFFICIAL USE ONLY

Approved by: _____ *Date:* _____

Message Posted by: _____ *Date:* _____

The Student Center Marquee is maintained by SWOSU PR & Marketing and is considered a free source of campus advertisement.