



CORRIB VILLAGE EVENT REQUEST FORM

*Please print, fill out in block capitals and return to reception staff
AT LEAST 48 HOURS IN ADVANCE**

Requested by: _____

Apartment: _____ Room number: _____

Date of event: _____ Occasion: _____

Start time: _____ Finish time: _____

Number of guests invited: _____

Names of guests invited: _____

Permission given by other residents in apartment (all residents must sign)

Name:	Signature:	Email address:
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Authorised by: _____ Date: _____

Student signature: _____ Date: _____

**Not all requests will be granted as they are dealt with on a first-come-first-served basis.*

The number of people per apartment (including the apartment's residents) cannot exceed 15.

Security will monitor the event with you. An event that does not finish on time or causes complaints/problems for residents or Corrib Village staff will be ended immediately and the organiser will be subject to disciplinary procedures.