

Date Received	Time Received

**REQUEST TO RESERVE DESIGNATED AREAS AND/OR USE OF AMPLIFIED SOUND FOR EXPRESSIVE ACTIVITIES/PARADES**

COMPLETED FORMS MUST BE RETURNED TO THE DEAN OF STUDENTS (Union 409) AT LEAST FIVE (5) WORKING DAYS IN ADVANCE OF THE PLANNED EXPRESSIVE ACTIVITY.

\_\_\_\_\_  
Name of student or visitor and event name

\_\_\_\_\_  
Enrolled Student ID Number or Employee ID#

\_\_\_\_\_  
Contact Person (if different from above)

\_\_\_\_\_  
E-mail address

\_\_\_\_\_  
Telephone number

\_\_\_\_\_  
Name of faculty advisor (optional)

\_\_\_\_\_  
E-mail address of faculty advisor (optional)

**PURPOSE OF THIS RESERVATION REQUEST** (Check all that apply):

Reserve space for expressive activity

Use of amplified sound during expressive activity

Anticipated Groups over 50

**INFORMATION REGARDING EXPRESSIVE ACTIVITY:**

\_\_\_\_\_  
Date of activity      \_\_\_\_\_  
Time (from/until)      \_\_\_\_\_  
Designated area requested      \_\_\_\_\_  
Estimated number of attendees

\_\_\_\_\_  
Alternate date      \_\_\_\_\_  
Time (from/until)      \_\_\_\_\_  
Alternate designated area requested

**USE OF DISPLAYS, EXHIBITS, OR SIGNS:**

Provide the dimensions of the display, exhibit, or sign: \_\_\_\_\_

Will the display, exhibit, or sign be secured or staked to campus grounds?     Yes     No

**PARADES, MARCHES, OR RALLIES**

Provide a detailed description of the route of parade, march, or rally and/or attach map (Use an additional page if necessary)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I acknowledge that I have been advised to read the Free Speech and Public Assembly on Campus Grounds Policy (UNT Policy 07-006) and related procedures

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

For Office Use Only: Noted on DOS Calendar			<input type="checkbox"/> Request Granted	<input type="checkbox"/> Request Denied
Location Reserved	Date of Activity	Time of Activity	_____	
			Dean of Students	Date

**Reason for Denial of Request:**

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A request to reserve the requested areas has already been submitted and approved.

The requested area is not suitable for the requested use due to a conflict with an official university function that is already scheduled in close proximity.

The proposed route of a march, parade, or rally will cross space that has been reserved for an official university function or space that has otherwise been reserved in accordance with the Free Speech Policy or the proposed route will substantially interrupt the safe and orderly movement of traffic or create a safety hazard.

The request exceeds 15 days reserved in a semester by the requester or is more than 5 consecutive days limited by the Free Speech Policy.

The request was submitted by an individual or organization that is not permitted to reserve designated areas.

The registration form or reservation is incomplete