**ECU Alumni Reunion Booking Form**

**Contact details**

|  |  |  |  |
| --- | --- | --- | --- |
| **Date** |  | **Phone** |  |
| **Name** |  | **Email** |  |
| **Student Number** |  | **Faculty/School** |  |

**Reunion information**

|  |  |
| --- | --- |
| **Event Name** |  |
| **Description** |  |
|  |
| **Date** |  | **Time** |  |
| **Venue** |  | **Dress Code** |  |
| **Format** |  | **RSVP Date** |  |

**Alumni target group**

|  |  |
| --- | --- |
| **Faculty** |  |
| **School**  |  |
| **Degree** |  |
| **Degree Level** | **[ ]  Undergraduate** **[ ]  Post Grad** **[ ]  Masters** **[ ]  Doctorate**  |
| **Grad Year (s)** |  | **Age** |  | **Gender** |  |
| **Location:** |  **[ ]  Domestic [ ]  International**  |
| **City / State / Country** |  |
|  |
| **If your send requires more specific targeting, please specify below:** |
|  |

**Email details**

|  |  |
| --- | --- |
| **Subject line** |  |
| **Copy (Unformatted, 300 word maximum)**  |
|  |

**Please note:**

* Booking forms are to be submitted at least 2 months prior to the event.
* Event invitations are sent four weeks prior to the event.
* Event registrations will be managed by the ECU Office of Alumni Relations.
* Attachments are sent in PDF format.

***Please submit your completed booking form to*** ***alumni@ecu.edu.au***