

Name of Event: \_\_\_\_\_ Date In: \_\_\_\_\_

Requester: \_\_\_\_\_ Phone: \_\_\_\_\_ Date Needed: \_\_\_\_\_

Dept.: \_\_\_\_\_ Budget Number: \_\_\_\_\_

## General Ticket Information

Number of tickets needed: \_\_\_\_\_

 Ticket color:     White         Peach         Purple         Gray         Ivory

 Graphic or logo needed on ticket?     No         Yes \_\_\_\_\_

## Event Ticket Information

Sponsoring Organization: \_\_\_\_\_

Name of Event: \_\_\_\_\_

Date of Event: \_\_\_\_\_ Time: \_\_\_\_\_

Location: \_\_\_\_\_

Ticket Price: \_\_\_\_\_ General Admission \_\_\_\_\_ Student \_\_\_\_\_ Senior \_\_\_\_\_ Other \_\_\_\_\_

## Raffle Information

Raffle Name: \_\_\_\_\_

Item(s) Raffled: \_\_\_\_\_

Item Description (if any): \_\_\_\_\_

Date of Drawing: \_\_\_\_\_ Time of Drawing: \_\_\_\_\_

Location of Drawing: \_\_\_\_\_

 Does purchaser need to be present to win?     Yes         No

## Ticket Numbering

 \_\_\_\_\_  
 BC Budget #

 \_\_\_\_\_  
 Event Code\*

 \_\_\_\_\_  
 Starting Serial Number

\*Event Code: Your unique number  
(or letters) for this event (e.g. Jazz3)



Setup	_____
No. of tickets x .05	_____
Logo	_____
Second side	_____
Subtotal	_____
Tax	_____
<b>TOTAL</b>	_____

**Signature of Authorizing Staff:** \_\_\_\_\_  
**(REQUIRED)**