



CLUB AND CHAPTER ACTIVITY REPORT

Please fax or mail a completed copy of this report following any Club or Chapter meeting or event within one week of the date of the activity.

NAME OF CLUB OR CHAPTER _____ TODAY'S DATE _____

NAME OF PERSON SUBMITTING THIS REPORT _____

DAYTIME PHONE _____ FAX _____ EMAIL _____

DATE OF CLUBS AND CHAPTERS EVENT _____

DESCRIPTION OF EVENT _____

LOCATION OF EVENT _____

NUMBER OF PEOPLE IN ATTENDANCE _____

NUMBER OF VOLUNTEERS _____ APPROXIMATE TOTAL OF VOLUNTEER HOURS CONTRIBUTED _____

ANY FOLLOW-UP NEEDED FROM ALUMNI OFFICE? YES NO

DO YOU HAVE PICTURES FOR ALUMNI PUBLICATIONS? YES NO

IF A CLUB OR CHAPTER EXECUTIVE COMMITTEE OR BUSINESS MEETING WAS HELD, ARE THE MINUTES ATTACHED? YES NO

Please mail or fax this form to:
University of Memphis Alumni Association
Alumni Center
Memphis, TN 38152

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Phone: (901) 678-2586
E-mail: alumnievents@memphis.edu