

BCCC Solicitation Request Form
(Expressive Activities on Campus)

Individuals or groups interested in speaking and/or distributing written materials on Beaufort County Community College campus or center must provide advanced notice by completing this form and submitting to:

Postal Mail: Jennie Singleton

Beaufort County Community College
 Office of President
 5337 US HWY 264 E.
 Washington, NC 27889

E-mail: Jennie.Singleton@BeaufortCCC.edu

Phone/Fax: P: (252) 940-6202 / F: (252) 940-6234

Notice must be provided at least three business days prior to the planned activity.

Locations may not be reserved more than two weeks prior to an activity.

Please complete the following:

Nature of activity:	<input type="checkbox"/> Speaking
	<input type="checkbox"/> Assembly
	<input type="checkbox"/> Distribution of Materials
	<input type="checkbox"/> Intent to Photograph, Audio Records, or Video Record
	<input type="checkbox"/> Other(s)
Date(s) and Time(s) of planned activity	
Name of individual(s)	
Size of group	
Location Requested	<input type="checkbox"/> Quad between buildings one and nine.
	<input type="checkbox"/> Outdoor stage by building five.
	<input type="checkbox"/> Outdoor classroom behind building five
Responsible Person:	
Name	
E-Mail Address	
Telephone Number	

For more information please see the [College's Solicitation Policy](#).