

ACEOA 2017 Event Information Form

Instructions: Complete this form in duplicate and return one copy to ACEOA Executive Director at least one month prior to your event.

District _____ ACEOA District Director _____

District Contact _____
Name _____ Number Cell/Linc _____

Name of Event _____ Location _____
Provide Details on back (map, etc.)

Date of Event _____ Time of Event _____
Begin _____ End _____

Estimated No. of Participants _____ No. of Instructors or Volunteers Expected _____

Is Event in 2016 Budget _____ Amount Budgeted _____
Yes No

Make Check Payable to: _____

Check Due Date _____ Mail Check to What Address _____

Concessions Needed _____ Hats _____ T-Shirts _____ Huggies _____ Frisbees _____
(Hats and T-Shirts are on a limited basis)

Will you need the Shooting Sports Trailer? _____ yes _____ No
(Reservations for trailer are on a first request basis and require 2 week notice)

Equipment Needed _____

ACEOA Banners are available from the ACEOA District Directors

ACEOA requires a minimum of 4 magazine-worthy photos **with captions**. At least one of the photos must have the ACEOA banner in the background. Please do NOT send more than 8 photos. You are the best judge of the best photos from your event. All District Directors have a digital camera for use at your events. Please send only digital photos that are high resolution. These can be mailed to Gayle Morrow, P.O. Box 74, Lowndesboro, AL. 36752 or email to gayle_morrow@yahoo.com

Return Form to: Kevin Dodd, Executive Director
P.O. Box 681748
Prattville, AL 36068
Cell: 334.425.0980