

X-Spam-Checker-Version: SpamAssassin 3.2.3 (2007-08-08) on phyast.nhn.ou.edu
X-Spam-Level:
X-Spam-Status: No, score=-1.0 required=5.0 tests=FROM_OU_SERVER
 autolearn=disabled version=3.2.3
Subject: RE: Booking the south oval for Society of Physics Students events.
Date: Wed, 22 Aug 2007 14:47:33 -0500
X-MS-Has-Attach:
X-MS-TNEF-Correlator:
Thread-Topic: Booking the south oval for Society of Physics Students events.
Thread-Index: Acfk37GvTLy+uAl4Tae0VrpfjuVqJwAFTp7g
From: "Udick, Sarah D." <starrant@ou.edu>
To: "Matthew Johnson" <johnson@nhn.ou.edu>
Cc: "Allen, Christopher E." <chrisallen@ou.edu>
X-OriginalArrivalTime: 22 Aug 2007 19:47:34.0974 (UTC) FILETIME=[4935EDE0:01C7E4F5]
X-Virus-Scanned: ClamAV 0.91.2/4030/Wed Aug 22 09:42:24 2007 on phyast.nhn.ou.edu
X-Virus-Status: Clean
X-MIME-Autoconverted: from quoted-printable to 8bit by phyast.nhn.ou.edu id
I7MJleCk006120

Matthew,

The form to request space on the south oval is located on the Student Organizations page in our Web site, which is <http://studentlife.ou.edu/content/view/16/15/>. The title of the form is "Facility/Solicitation Request Form". It may be completed online or printed and turned into my office, OMU 361.

A \$100 deposit is required to be on file for the semester, but we do not cash the check unless damage is done to the facility and you are notified first. Assuming there is no damage, the deposit may be picked up after the organization's last on-campus event of the semester, or during finals week.

Please let me know if you have any more questions.

Thank you,
Sarah

SARAH TARRANT
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University of Oklahoma
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Norman, Oklahoma 73019
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-----Original Message-----

From: Matthew Johnson [<mailto:johnson@nhn.ou.edu>]
Sent: Wednesday, August 22, 2007 12:12 PM

To: Udick, Sarah D.
Cc: Allen, Christopher E.
Subject: Booking the south oval for Society of Physics Students events.

Sarah:

Again this year, the Society of Physics Students (SPS) would like to book the South Oval for events.

I am told that information on how to do this is on the website <http://studentlife.ou.edu/content/view/1/2/>
However, I can not find it.
Can you please send me the link?

Also is a \$100 deposit still required.
To whom should we make a deposit check out?

thanks

matthew

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