Festival of Trees & Lights 2014
Adopt a Tree/Table Application Form for OU-Tulsa Student Organizations & Campus Departments

Basic Guidelines
- All trees/tables should be decorated by Tuesday, November 25, 2013
- Decorating can begin on Monday, November 17, 2013 (following application approval notification)
- Student organization entries will be judged separate from faculty/staff department entries

Student Organization or Department Information

| Student Organization or Campus Department Name: ____________________________ |
| Contact Name: ______________________ Phone: ____________________________ |

Tree or Table Display Decoration Information

Please mark which object your student organization would like to decorate:
- □ 4.5-foot pre-lit **tree**
- □ 26”x21.5” **table** display (1 strand of white lights will be provided)

Theme: _________________________________________________________________

Brief description of your decorations: _______________________________________
________________________________________________________________________
________________________________________________________________________

Student Organization Adviser or Department Head Approval

- I have reviewed & approve this OUTSA Festival of Trees & Lights Application for consideration by OU-Tulsa Student Affairs.

| Name: ____________________________ Date: ____________________________ |
| Phone: ____________________________ Signature: ______________________ |

OU-Tulsa Student Affairs Approval  *Please submit this form to OU-Tulsa student Affairs (rm. 1C76) for approval*

At the University of Oklahoma – Tulsa, the above named group is a:
- □ Student Association Administrative Organization
- □ Registered Academic Student Organization
- □ Registered Student Organization (RSOs)
- □ Campus Department

This request is (circle one):
- Approved
- Denied

Comments: ________________________________________________________________

| Name: ____________________________ Signature: ____________________________ |
| Signature: ____________________________ Date Tree/Table Checked Out: __________ |

Festival of Trees & Lights, 2014 Application – Page 1 of 1

Updated July 21, 2014