



Name of Organization:

Address: _____

City _____ State: _____ Postal Code: _____

Contact Name:

Contact Number: _____ Email: _____

Event Details

Name of Event or Project:

Date of Event or Start Date for the Project: _____

(We are requesting at least four weeks' notice of your event or project.)

Location of Event or Project: _____

Short Description of Event or Projects with Objectives: _____

Estimated Number of Attendees or Participants: _____

Amount or Items Requested: _____

Please send the form to Townsquare Media by email at terri.ufkin@townsquaremedia.com or mail or drop it off at our Rochester office at 122 4th Street SW, Rochester, MN 55902.

