**MusicCo Request Form**

****Thank you for showing interest in collaborating with MusicCo! This form serves to give us a clear understanding of what you want from us, so that we can save ourselves from emailing back and forth.

Please answer the following questions and send this document to **musicco@ucsa.nl** at least two weeks before your event will take place. We will try to get back to you as soon as possible.

*What committee are you?*

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*Who are your board members?*

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*When is your event going to take place?*

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*Describe the event you want to organise, and what role you want us to play in it.*

Please include (if applicable):

* If you need our music instruments and equipment
* If you need us to provide music and if yes, what kind of music
* How long your event is going to take
* Whether you or your committee will provide help setting up and/or cleaning up
* Whether you want us to help promote your event
* Where you are organising your event

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Thank you for your cooperation!

**MusicCo Board 2018/2019**

Haram *Chair*

Iris *Secretary*

Betsy *Treasurer*

Laura *PR manager*

Douwe *Equipment manager*

Noud *Equipment manager*