Completed applications must be submitted with a $28 non-refundable payment. Cash and check are accepted, with checks made out to University of Illinois. Registered Student Organizations with a positive account balance may also pay using their University Fund Account. University of Illinois departments may pay for their participation by submitting letterhead approval to charge a provided FOAPAL number.

Applications will be accepted beginning April 4th
Applications will be accepted Monday-Friday from 8:30am-4:30pm in 284 Illini Union until all spaces have been assigned or by May 27, 2011 (whichever comes first).

Name of organization, exactly as registered with the Illini Union Registered Organizations Office:
Please print legibly.

Primary Contact
Name
Net ID/Illinois email address
Second Contact
Name
Net ID/Illinois email address

The preceding two members will be the only members of your organization who will receive Quad Day correspondence via email. These names must be of people who will be in attendance at Quad Day 2011. Please do not list graduating seniors as contacts, as they may not forward the correct contact persons any correspondence.

Please indicate which category your organization is classified under in the Registered Organization directory

☐ Academic/Professional  ☐ Athletic/Recreation  ☐ Creative/Media/Performing Arts  ☐ Cultural/Ethnic
☐ International  ☐ Other Social  ☐ Political  ☐ Religious
☐ Rights/Freedom Issues  ☐ ROTC  ☐ Service/Volunteer

For Non-RSO applicants:  ☐ Academic/Administrative Department  ☐ Community Non-Profit Agency

I have read and agree to the rules and conditions of Quad Day 2011 listed with this application and on the receipt for payment that has been provided to me. I further understand that failure to abide by the terms of this contract or the Quad Day Rules and Procedures can result in the withdrawal of rights for my organization to participate in this or future Quad Days.

Signature of organization representative
Name (please type/print)

Please review the Quad Day Rules & Procedures included with this Application Form.

For office use only
Application #
Date/Time
☐ Cash  ☐ Check #
☐ RSO Account #  90
☐ University Department FOAPAL
Initials

If you have any questions, please do not hesitate to contact the Illini Union Student Programs and Activities Department, Illini Union Room 284. Quad Day inquiries may be directed to carricos@illinois.edu or (217) 244-2357.
The purpose of Quad Day is to expose students to the diverse opportunities available for becoming involved in the campus community, especially student organizations. This is one of the few opportunities student organizations have to introduce themselves to the campus. Because of this, registered student organizations are given preference in assignment of space on Quad Day. However, appropriate space will be reserved for university departments and community non-profit agencies as these services are also of benefit to those who attend Quad Day. All organizations participating in Quad Day are given space for the purposes of providing the campus community with information concerning the group's purpose, goals, and involvement opportunities.

Organizational representatives should initial each statement below to indicate your organization's understanding of the following event procedures.

_____ Submission of an application does not guarantee a spot at Quad Day; space is granted on a first come-first serve basis pending the organization is registered and in good financial standing (no outstanding or delinquent financial obligations).

_____ All organizations will be provided with tables this year. All organizations are responsible for bringing their own chairs.

_____ All organizations, including their members and displays must remain in their designated area during Quad Day – an 8x8 foot grid. Each organization is permitted only one assigned space. Members or their displays must not encroach upon another organization’s area or into traffic areas—any such displays will be taken down immediately and members will be asked to leave. No refunds will be given.

_____ Organizations will be assigned space on the Quad categorically, based on how they are registered with the Illini Union Registered Organizations Office.

_____ Should your organization want to bring a tent, they must be confined to the 8x8 grid assigned to your organization. Any organization that has a tent that exceeds the 8x8 foot grid will be asked to remove the structure. No stakes are permitted to anchor the tent into the ground. Please note that some locations may not support the use of tents due to light poles, fencing, shrubs, etc. The organization will not be notified of its location until check-in the morning of Quad Day. If the organization has a tent and it is obstructed by a permanent structure, the organization may not be able to utilize a tent.

_____ Any booth set-up/plan other than the standard set-up (tablet/chair/tent) must be approved by Scott Carrico, Quad Day Coordinator, Illini Union, prior to June 30, 2010. Quad Day Coordinator can be reached in 284 Illini Union or at 244-2357 or at carricos@illinois.edu.

_____ Organizations must have checked in at the Quad Day Information Booth (located at the north end of the Quad – open at 10:00am) and be present at their booths prior to 11:45am on Quad Day. Organizations who have not done so will automatically forfeit their space and it may be reassigned to another organization. Check in will begin at 10am.

_____ Organizations are not allowed to solicit or exchange any funds or sell any items of any kind. No food or beverages can be distributed.

_____ Organizational representatives must remain behind the tables. They may not place themselves in the flow of traffic to pass out information or for any other purpose. Organizations that violate this policy will be required to leave.

_____ No electricity will be provided to participating organizations. If the exhibit requires the use of power, please make alternate arrangements for the display.

_____ Consistent with Building and Grounds policies, no stakes, poles, or tents may be driven into the ground and heavy equipment is prohibited on the Quad.

_____ Failure to comply with any part of this contract or the Quad Day Rules and Procedures may result in the withdrawal of all rights to participate in this or future Quad Days.