



## Kolo Event Request Form

**Purpose:** To support programs, activities, and educational resources that engage youth, young adults, and parishioners of all ages, fostering community, learning, and connection through seasonal events, social gatherings, family activities, and faith-enriching opportunities.

---

**Instructions:** Please complete all sections of the form below and submit it to **Sylvia Bartel, Kolo Treasurer**. Your request will be reviewed by the Kolo Board, and you will be notified of their decision following the review.

### Requester Information

- **Name:**
- **Email Address:**
- **Phone Number:**

---

### Activity Details

- **Title of Activity/Event:**
- **Proposed Date(s):**
- **Estimated Number of Participants:**
- **Location:**
- **Brief Description of Activity:** What is the purpose of the activity and who is it for?

---

**Budget Request**

- Please specify expenses per person, venue costs, materials, food, etc.)

- **Total Amount Requested:**

---

**Additional Information**

- Is there anything else the Board should know when reviewing this request?

---

**Signature:**

**Date Submitted:**