



Event Coverage Request Form Program & Community Coordinator

Please fill out and submit to Laura Geltch **no later than two weeks** prior to your event:

Your Name: _____ Today's Date: _____

Campus: _____ Medford _____ Westampton

Department: _____

Event: *(please describe:)* _____

Date of Event: _____ Location: _____

Time of Event: _____ Additional information: _____

In the event of a scheduling conflict, please email me photo(s) and event information.

Please return to:

Laura Geltch
Program & Community Coordinator
Burlington County Institute of Technology
2 Academy Drive
Westampton, New Jersey 08060
(609) 267-4226 Ext. 8205
lgeltch@burlcoschools.org