



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: _____ Date: _____

Campus:

BCIT _____ Medford _____ Westampton

BCSSSD _____ Lumberton _____ Westampton _____ BCAS, Mt. Laurel

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 Special Services
Burlington County Institute of Technology
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Westampton, New Jersey 08060
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