

Guidelines for Listing Events in *twenty-four Seven*

twenty-four Seven, UNC-CH's weekly guide to events and happenings, is published Tuesdays during the Fall and Spring Semesters. This calendar is limited to only those events sponsored by the University, its schools, departments, organizations, and its recognized student organizations. These events must be held on the UNC-CH campus and be open to the public. Events sponsored by non-University groups cannot be included. Events must be "special" in nature - non-regular activities which contribute to the cultural and intellectual climate of the campus. Regretfully, organization meetings cannot be listed.

To Place a Listing

Submission forms are available from the Carolina Union Information Desk or by calling 966-3128 to request delivery by campus mail. A form is also included on this calendar and may be photocopied for multiple use. Please TYPE your form and include a contact person's typed name and signature, telephone number, and available times so that questions regarding your form can be answered. Promotional photographs with descriptions, artwork, and/or logos for your event are welcome and will be used as space allows.

Addresses & FAX Telephone Number for Submissions

FAX Submission to: 919-962-3719

Campus Mail:

twenty-four Seven Editor
Carolina Union/Room 201 • Campus Box 5210

US Mail

twenty-four Seven Editor
201 Frank Porter Graham Student Union
UNC at Chapel Hill • Chapel Hill, NC 27514
Additional Information: 919-966-3128

Notice

The *twenty-four Seven* Editor reserves the right to edit items for length and clarity. Patrons with questions regarding event listings will be directed to the University Operators unless sponsor provides a telephone number for additional information. *twenty-four Seven* is sponsored by the Office of the Chancellor, the Office of the Provost and Anne Repp, Assistant to the Provost for Special Projects, and is produced by the Carolina Union. **Comments and suggestions are welcome, write to the addresses above.**



To inquire about accessibility, or if you require an accommodation to attend any event, please telephone 966-4041 at least 48 hours prior to attending.

Check Us Out ONLINE at <http://www.store.unc.edu/week>

Deadlines: Calendar listings must be received at least one week before their publication date. All entries must be received by 5:00pm on the submission dates (below). If you are uncertain about a deadline, holiday/break schedule, or any other information, please call 966-3128.

If Your Event Falls Between **You Must Submit by 5pm on** **For the Publication Date of**

April 22 - May 11*

April 15

April 22

*Double Issue



PLEASE NOTE: Next week will be the final issue of 24/7. If your event falls between APRIL 22 & MAY 11, you must submit your listing **BY 5PM TODAY!** Listings can be dropped in the 24/7 Box at the Union Desk, delivered to Room 201 of the FPG Student Union (even slid under the door) or faxed to 962-3719. Regretfully, 24/7 will not be published over the summer sessions. We hope to see you again in the fall.

Event Listing Form

Title of Event: _____
Sponsoring Organizations: _____
Type of Event: _____
Brief Description of Event: _____

Date...Time...Location: _____
Admission Charge(s): _____
Tickets Available (When/Where): _____
Name of Speaker(s)/Guest Artist(s): _____

• Drop off at Student Union Front Desk or Room 201 •

Contact Person: _____

Telephone # _____

Please list any additional information:

**find
it...**

your
guide
where
to
go

&
to
park

Parking is limited, so
plan to arrive early.

There are visitor lots on
Hwy 54, the Alumni
Center, and at Swain &
Memorial Halls.

