

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.

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.

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.

Fall Semester:

Submission Deadlines	Publication Dates
October 15	October 22
October 22	October 29
October 29	November 5
November 5	November 12
November 12	November 19

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

twenty-four SEVEN

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.

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.

