Job Request Form

Recipient Name: _____
Work Site Address: _____
Zip Code: _____
Best Time to Call: _____

Home Phone #: _____
Work Phone #: _____
Cell Phone #: _____
Email Address: _____

Job Description
Please indicate job(s) to be performed, and describe specifically in the space provided below.
Other_____

INSIDE JOBS
_____Washing Windows - # of windows
_____Cleaning/Sweeping
_____Painting (include description)
_____Other : _____

OUTSIDE JOBS
_____Washing Windows - # of windows
_____Moving Dirt/Digging
_____Raking Leaves
_____Trimming Trees/Hedges
_____Painting (include description)

Please include a detailed description of job requested:
_____
_____
_____
_____
_____
_____

****Only 100 jobs will be accepted and none will be accepted after March 6, 2009.**

How did you hear about The BIG Event?

Newspaper Radio Poster Friend Television

Supplies
_____I can provide all supplies needed
_____I need The BIG Event to provide some supplies
_____I need The BIG Event to provide all supplies

List supplies needed:
_____

Authorization
I certify that I am the owner or have obtained approval from the owner of the jobsite concerning the above requested improvement. I understand this is only a job request and all job requests must be approved by The BIG Event Committee.

X_____ _____
Signature Date

Return completed job request form to:
NSU Office of Student Affairs- The BIG Event
601 N. Grand Ave
Tahlequah, OK 74464
Fax: (918) 444-2340
E-mail: borenld@nsuok.edu
Phone: (918) 444-2120
Website: www.nsuok.edu/thebigevent