

## Department of Psychology Meeting Sign-In Sheet

The form is required for all university sponsored events where university funds have been used to purchase or will be used to reimburse for the purchase of food/beverages.

Contact Sue Wax at [suewax@bgsu.edu](mailto:suewax@bgsu.edu) or 2-2303 if you have any questions.

Name of Function: \_\_\_\_\_

Date: \_\_\_\_\_ Meeting Time: \_\_\_\_\_ Meeting Location: \_\_\_\_\_

Business Description: \_\_\_\_\_

**Please Sign In:**

**First and Last Name**

**Title/Business Affiliation**

First and Last Name	Title/Business Affiliation
EX: Freddie Falcon	Grad Student/Psychology BGSU

**Please Sign In:**

