



Florida International University
 Graham University Center Reservation Form
 11200 S.W. 8th Street - MMC, GC 1215
 Miami FL 33199
 Phone (305) 348-2297 / Fax (305) 348-3448

<http://grahamcenter.fiu.edu/VirtualTour.html> / or visit us @ <http://grahamcenter.fiu.edu>

CONFIRMATION

Customer	Reservation:	76910
Svetlana Tyutina *	Event Name:	Ghost and Literature (FALL EVENT--#1 & 2)
Modern Languages Graduate Student Organization	Status:	Confirmed
	Phone:	786.457.6024
	Email Address:	styut001@fiu.edu
	Event Type:	Conference
	Billing Reference:	A&S GSA
	Event Coordinator:	Andre Rodrigues (305) 348-0320
	Estimated Attendance:	200

Bookings / Details	Quantity	Price	Amount
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Breathe Easy, FIU is a Tobacco & Smoke Free Campus. For more information, please visit <http://tobacco-free.fiu.edu/>

FIU invites you to GO GLOBAL...please visit <http://goglobal.fiu.edu>.

CANCELLATION POLICY:

Cancellations by Student Organizations and Departments must be done seven (7) business days prior to the event; otherwise, a penalty fee will be assessed, as follows:

- Non-charged facilities: a flat fee of \$30.00
- Charged facilities: 100% of the rental fee.

NOTE: The Graham Center reserves the right to cancel events/reservations if required signatures on original confirmation, permits, payments and approvals are not received by the due date.

NO-SHOWS will result in a penalty fee as follows:

- Non-charged facilities: a flat fee of \$30.00 plus incurred costs.
- Charged facilities: 100% of the room rental fee plus incurred costs.

NOTE: If your payment will be made through FIU Foundation, kindly provide the Graham Center Reservation's office with a copy of the Foundation Invoice.

Monday, October 31, 2011

9:00 AM - 8:00 PM Ghost and Literature (FALL EVENT--#1 & 2) (Confirmed) GC Ballroom East

Reserved: 9:00 AM - 11:30 PM

Other for 200

Room Charge:	1	600.00	600.00
Less 83.333% Discount			-500.00

9:00 AM - 8:00 PM Ghost and Literature (FALL EVENT--#1 & 2) (Confirmed) GC Ballroom Middle

Reserved: 9:00 AM - 11:30 PM

Other for 200

Room Charge:	1	600.00	600.00
Less 83.333% Discount			-500.00

9:00 AM - 8:00 PM Ghost and Literature (FALL EVENT--#1 & 2) (Confirmed) GC Ballroom West

Bookings / Details

	Quantity	Price	Amount
Reserved: 9:00 AM - 11:30 PM			
Other for 200			
Room Charge:	1	600.00	600.00
Less 83.3333% Discount			-500.00
Tuesday, November 01, 2011			
9:00 AM - 8:00 PM Ghost and Literature (FALL EVENT--#1 & 2) (Confirmed) GC Ballroom East			
Other for 200			
Room Charge:	1	600.00	600.00
Less 83.333% Discount			-500.00
9:00 AM - 8:00 PM Ghost and Literature (FALL EVENT--#1 & 2) (Confirmed) GC Ballroom Middle			
Other for 200			
Room Charge:	1	600.00	600.00
Less 83.333% Discount			-500.00
9:00 AM - 8:00 PM Ghost and Literature (FALL EVENT--#1 & 2) (Confirmed) GC Ballroom West			
Other for 200			
Room Charge:	1	600.00	600.00
Less 83.3333% Discount			-500.00
Subtotal			600.00
Grand Total			600.00

THANK YOU FOR CHOOSING THE GRAHAM UNIVERSITY CENTER.

By signing below, I declare to have read the guidelines on the Graham Center website, http://www.grahamcenter.fiu.edu/management_policy.aspx and agree to fully abide by them.

Signatures must be obtained in sequential order.

Requested by:

1. _____
 Print name of E-board member Signature of E-board member Date _____
2. _____
 Print name of Advisor Signature of Advisor Date _____

Approvals:

1. _____
 Print name of Campus Life Director or Designee Signature of Campus Life Director or Designee Date _____
2. _____
 Print name of GC Staff Member Signature of GC Staff Member Date _____