Collection Containers for Student Groups in The Lewis Katz Building

This form must be submitted to Student Services for approval before any collections are announced or begin. StudentServices@PennStateLaw.psu.edu

Student Organization____________________________________________

Person in Charge_______________________________________________

Contact Number________________________________________________

Today’s Date_________________    End Date_____________________

Purpose of Collection___________________________________________

POLICY:

• Organization must obtain permission via this form before beginning
• Maximum of 3 Organizations collecting at a time
• All collections are limited to 1 week or less
• Items collected are the sole responsibility of the organization including storage of items
• Organization is responsible for placing a sign stating the name of the Organization, purpose of collection, and the dates of the collection
• No decorations are permitted around the bins
• Each Organization must empty the bins when overflowing