

**Longwood University**  
**SPORTS CLUB**  
**GAME/EVENT MANAGEMENT FORM**

Sports Club: \_\_\_\_\_  
Event: \_\_\_\_\_  
Location: \_\_\_\_\_

Date: \_\_\_\_\_  
Time: \_\_\_\_\_

Other Clubs Involved: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Officials Present: \_\_\_\_\_  
\_\_\_\_\_

Longwood University Representative Present: \_\_\_\_\_  
\_\_\_\_\_

Outcome of Event: \_\_\_\_\_  
\_\_\_\_\_

Cost of Event: (Itemize Please) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Injuries: (list names & attach Injury Report Form) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Incidents: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Facility or Field Maintenance Needs: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature: \_\_\_\_\_

Position in Club: \_\_\_\_\_