

PEPPERDINE UNIVERSITY

ALUMNI ASSOCIATION

POST-EVENT REPORT

(Please submit completed form within 1 week after a chapter event)

CHAPTER/REGION: _____

EVENT NAME: _____

FINAL GUEST #: _____

EVENT SUMMARY: _____

STRENGTHS: _____

IMPROVEMENTS/CHANGES: _____

PLEASE INCLUDE WITH YOUR REPORT:

- Actual attendance list
- Photos (Please provide immediately)
- Receipts (If applicable for reimbursement and seed money)