



SAN DIEGO STATE UNIVERSITY

Department of Public Safety

Event Staffing Request Form

5500 Campanile Drive
San Diego, CA 92182-4390
Phone: 619-594-3424
Fax: 619-594-4473

Name: _____

Date: _____

Department: _____

Phone: _____

E-mail: _____

Mail Code: _____

Event Type: _____

Date of Event: _____

Account Number: _____

Please describe the service needed, and an estimate will be forwarded for your approval:

Please submit form to:

Auxiliary Services Coordinator
Dept. of Public Safety
MC – 4390
Office: 619-594-3424
Fax: 619-594-4473
E-mail: rsolano@mail.sdsu.edu

This form does not guarantee staffing will be provided.