



Truckee Meadows Community College

Request for Space

On-Site Display Rack Request for Space

Note: Materials distributed must be at no charge. This form is for requesting space for display racks to distribute printed materials. For other space requests, please go to the student services office, Dandini Campus, RDMT 327. To post materials at the college, please get approval in RDMT 315. For complete information regarding the distribution of materials at TMCC, please see the TMCC Course Catalog, Appendix K.

Name of Organization: _____

Contact Person: _____ **Phone:** _____ **E-mail:** _____

Mailing Address: _____

Purpose of this request: _____

Description of materials to be distributed: _____

Dates: _____ **to** _____

Material must be held in a rack. What is the rack size? _____

Requested by: _____

Signature: _____

Return Completed Form and Samples to:

Truckee Meadows Community College

Public Information Office

7000 Dandini Blvd, RDMT 314

Reno, NV 89523

775-673-7087 | 775-674-7607 FAX | pio@tmcc.edu

FOR PIO USE ONLY:

Approved: YES NO **Date:** _____

Signature: _____

Location of racks: _____

- Dandini MDWS IGT RPAC RC-B Other