



Military Relations Council Events Form

Please email your completed Events Request Form and any shareable graphics to
Angelica.Brown@topekpartnership.com.

This form must be completed in full for inclusion in the social calendar.

Event Info

Event Date: _____ Start Time: _____ AM PM End Time: _____ AM PM

Event Type: Indoor Outdoor Cost to attend: _____

Event Name: _____ Organization Hosting Event: _____

Event Contact Person: _____ Title: _____

Phone Number: _____ Email: _____

Purpose of Event: _____

Event Description:

Event Location Information:

Name of Venue: _____ Room Number/ Room Name/ Room Floor: _____

Address: _____ City: _____ State: _____ Zip: _____

Open to the Public? Yes No Meal served? Yes No

Open to the media? Yes No Expected Media: _____

Please list any expected Dignitaries/Guests: _____

Thank you for contacting the Greater Topeka Chamber. This information will help the Military Relations Council be aware of upcoming events. Email any graphics to Angelica.Brown@topekpartnership.com.