

# UGA Griffin Campus

## Visitor House Reservation Form

Reservations are received and considered on a first-come, first-served basis. Sponsoring faculty will be notified in writing within five days of receipt of the application concerning the status of the application. All rooms are double occupancy. **Fill in the form, print the form, sign it, forward it to your sponsoring faculty member, who will then sign it and submit it to the UGA Griffin Campus Business Office.**

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

Applicant Name: \_\_\_\_\_

Permanent Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Check one:  Male  Female

Check one:  Visiting Scientist  Post Doctoral Assoc.  Graduate Student

Arrival Date: \_\_\_\_\_ Departure Date: \_\_\_\_\_

Major Prof./Host Name: \_\_\_\_\_

Major Prof./Host Dept.: \_\_\_\_\_

Major Prof./Host Signature: \_\_\_\_\_

### Business Office Use Only:

Date Approved: \_\_\_\_\_ Waiting List Date: \_\_\_\_\_

**After printing the form, please click the Reset Form button to clear your information.**