

Oh no worries! That's strange. He would probably just have to follow up with clubs on that!

Should he submit another request maybe?

FERPA

FERPA got this email and did what she asked. The club was approved last week, so the request should've gone through for approval

Yeah that might be a good idea to submit another request! I'm not sure how clubs process their requests to submit to us, so that would be a good idea to follow up on that with 63G-2-305(11)

Sounds good!! I'll have him do that now! Hopefully clubs approves it quick and it can be sent over to you guys. Do you happen to know if we can turn off the fountain in the UVU courtyard?



Yes it can be turned off!

Tue, Aug 19 at 2:55 PM



Does the "pending approval" mean it's need sent to you guys for approval? Or is it still with the clubs office?

Wed, Aug 20 at 8:36 AM

I think thats on clubs side! I still don't see it

Mon, Aug 25 at 10:48 AM

Hey! Do you work with 63G-2-305(11)

63G-2-305(11)



We work with a lot 63G-2-305(11) to get requests from clubs, but she is not in our office! She works in the clubs office

We're supposed to have a meeting with her today so our event can be approved, but she's not the best at responding to emails haha

Yes, 63G-2-305(11) has a meeting with our Major Events Assessments Committee just to make sure we let all services know for any risks that might occur

That's at 11:30 I think

Our **FERPA** was invited to a meeting today but wasn't sent any info about it

FERPA



Does that just mean she's meeting with the events team today and will get back to us after the meeting?

Yes- since she submitted it to us, she is the one who is on the meeting, but she needs to answer those questions for our committee, and then she'll get back today!

Perfect! Thank you so much!

Of course!

Were you on the call just now?

Yes I was! I thought the event was going to be with a different scheduler but I'm the scheduler! Everything went smooth **63G-2-305(11)** (I think?) was on with **FERPA** and we just need a filming request filled out and then she's connecting with our campus police. It was all approved though.



You're amazing! Seriously!!

The filming request form asks for a 25Live Reference Number. Do you know what that is?

It's this: **UCA 63G-2-305(12)**

Perfect! And do you know what total footprint means?

I think just headcount? Or is there a separate question for that

It just says "whats the total footprint of the set"

Hmm I'm not sure. You could just write out the layout? That sounds right

Like the layout of where the cameras will be?



Yeah that sounds correct!

Mon, Sep 8 at 10:59 AM

Hi! We're looking for written approval to use amplified sound. I'm pretty sure we got verbal confirmation during the meeting we had. Would it be in the event reservation? Or somewhere on your end?

Let me ask!

Mon, Sep 8 at 12:50 PM

We just sent it over to the clubs office so you should get that written confirmation shortly!

You are amazing! Thank you so much!

Tue, Sep 9 at 2:26 PM

Who should I talk to to get the fountain turned off tomorrow?



I've already reached out to grounds! It will be off all day tomorrow

You're the best!! Seriously thank you!!

Of course!

If you guys have any day of set problems you can call

63G-2-305(11)

Amazing! Thank you!

Event Confirmation

Turning Point Club-The American Comeback

Title:

Event Reference: UCA 63G-2-305(12)

Event Last Modified: Sep 9 2025 9:48 AM

Current Event State: Confirmed

Requestor:

63G-2-305(11)

Phone:

Email: 63G-2-305(11)

Scheduler:

63G-2-305(11)

Phone:

Email: 63G-2-305(11)

Organizations: Clubs

Event Comments

Comment: <https://www.americancomebacktour.com/signup> (one specific for UVU will be created once event is approved)

Event Occurrences

Wed, Sep 10 2025

9:00 AM - 4:00 PM

Head Count: Exp: 200, Reg: 0

Reserved: 7:00 AM - 6:00 PM

Location

UCA 63G-2-305(12)

Student Center Courtyard

Instructions

Layout: Boardroom Style

Set crew needs to be assigned to unlock the room

Layout:

Qty

Resource

Instructions

2 ES Chairs

1 ES Event Set-Up Staff

1 ES Map Link

1 ES Power Distribution Box

1 ES Procedure: Commercial Film Requests

6 ES Tables (banquet, 6ft)

1 MEAC (Major Event Assessment Committee)

1 Service Provider Facilities: Grounds

1 Service Provider: AVSE Services

Unlock U6 as well as set courtyard

UCA 63G-2-305(12)

Film Request Form must be filled out and attached to 25live request.

UCA 63G-2-305(12)

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UCA 63G-2-305(12)