

SCWLA Committee Project Summary

Contact Information

Name: _____ Today's Date: _____

Committee: _____

Event Information

Name of Event: _____

Date: _____ Time: _____

Location: _____

Number of Attendees: _____

Special Guest(s): _____

Co-Sponsors: _____

Were Pictures Take: _____ Yes _____ No

Thank You Note Written [especially to your special guest(s)]

Acknowledgement

Please list participation from members, volunteers, co-sponsors, etc.

Description

Please write a brief summary of the event.

Please complete and return, along with picture (if applicable) no later than 2 weeks after the event to Mikki Lindler at executivedirector@scwla.org