

<b>Event Title:</b>			
<b>Original Event Date:</b>		<b>New Event Date:</b>	
<b>Original Start Time:</b>		<b>New Start Time:</b>	
<b>Original End Time:</b>		<b>New End Time:</b>	

## Change of Request Form - UMSL ITV

\*This form must be received before changes are made.

Please submit **ONLY ONE** event change per form.

*This form should be used to change an existing event that has already been confirmed.*

<b>Site Change Request(s) *</b>			
<b>Originating Site</b>		<b>Add</b>	<b>Remove</b>
1.			
<b>Other Sites</b>			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
<b>*Enter only information that will be changed!</b>			

<b>Contact Information</b>	
<b>Your Name:</b>	
<b>Department:</b>	
<b>Address:</b>	
<b>Phone #:</b>	
<b>E-mail:</b>	

<b>Comments:</b>				
<table border="1" style="width: 100%;"> <tr> <td style="width: 70%;"><b>Person Requesting Change:</b></td> <td style="width: 20%;"></td> <td style="width: 10%;"><b>Date:</b></td> <td></td> </tr> </table>	<b>Person Requesting Change:</b>		<b>Date:</b>	
<b>Person Requesting Change:</b>		<b>Date:</b>		

Please return form to: David Maczynski  
 One University Boulevard  
 143 South Campus Classroom Building  
 St. Louis, MO 63121-4400  
[itv@umsl.edu](mailto:itv@umsl.edu)  
 Phone: 314-516-7636 - Fax: 314-516-6650