



CHAPERONE FORM

Key West

Middle Keys

Upper Keys

Name:

Event:

Date(s):

Location:

Club Advisor or Co-Advisor

Date

<i>Chaperone Name</i>	<i>Supervisor Signature</i>

This form must be completed by the Club Advisor or Co-Advisor and submitted to the chaperone's supervisor, who will determine if TDE is required. If so, an approved leave form must be attached. Once approved, submit to the Assistant Director of Student Activities as soon as possible to allow time for any necessary adjustments before the event.

Assistant Director of Student Activities

Date

Approved

Denied