



Appearance Request Form

Completion of this form is a request only and does not guarantee an appearance. Please type or print. Fill out completely.

- The following information is designed to assist you in making a request to include members of the Professional Cheerleaders Alumni, Inc. in your upcoming event or program. Each request will be given a fair and individual evaluation and, if deemed necessary by our Board of Directors, may vary from the following guidelines.
- Requests will only be considered if they are received in writing two (2) weeks prior to the scheduled event. Upon receipt of the **Professional Cheerleaders Alumni, Inc. Appearance Request Form**, please allow 5 - 7 business days to receive a response to your request.
- Members of Professional Cheerleaders Alumni, Inc. are available for appearances throughout the calendar year.
- Generally speaking, Professional Cheerleaders Alumni, Inc. appearances will range from one to two hours in length with a minimum of two cheerleaders participating. Members of Professional Cheerleaders Alumni, Inc. volunteer their time, entirely and are available based on their personal schedules. Based upon the nature of the request, an appearance fee may be determined, with the proceeds going to Professional Cheerleaders Alumni, Inc. charity account.
- All publicity for the event which mentions an appearance by the Professional Cheerleaders Alumni, Inc. members must be approved by one or more Professional Cheerleaders Alumni, Inc. Board of Directors before use.
- Your completed **Professional Cheerleaders Alumni, Inc. Appearance Request Form** should be mailed to: Kristin Doakes, Professional Cheerleaders Alumni, Inc., 13751 Devan Lee Dr. E., Jacksonville, FL 32226.

Name of Organization			
Type	. Business . Charity . Church . Civic . School . Other		
Contact Name			
Organization Address			
City	State	ZIP Code	
Telephone	Fax		
E-Mail			
Event Name			
Event Sponsors			
Event Day & Date		Event Time	
Time of appearance by the PCA members		No. of Alumni Requested	
Event Location & Address			
On-Site Contact Name		Event Theme	
Alumni Role/Function at Event			
Attire of Event Attendees	. Black Tie . Semi-Formal		
Attire of the Alumni requested	. Black Tie . Semi-Formal . Golf shirt . Professional		
Audience Size	Audience Age Range		
Directions to Event Location			
Will food and/or beverages/water be provided?		. Yes . No	

Signature(s)
Date