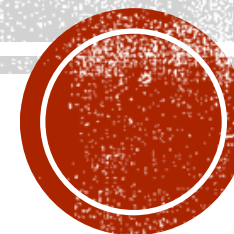


CREATE AN EVENT / FUNDRAISER

Fall 2025



HOW TO...

- Start at <https://www.riohondo.edu/campus-life/student-life/clubs-organizations/>
- Click on Section Menu and then click on “Event Request Form”



ADMISSIONS & AID ▾ ACADEMICS & SUPPORT ▾ CAMPUS & COMMUNITY ▾ ABOUT RÍO HONDO ▾

Clubs and Organizations

[Home](#) / [Campus Life](#) / [Student Life & Leadership](#) / [Clubs & Organizations](#)

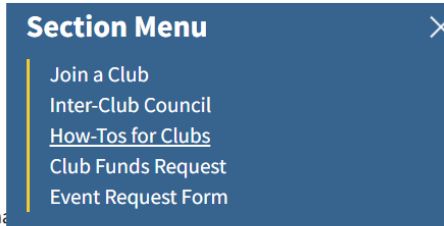
Get Involved

Find or start a club or organization that aligns with your goals and interests. Río Hondo College has a variety of academic clubs, department/program-based clubs, service clubs, and social clubs.

The following clubs are active and chartered as of the spring of 2023. This list is updated every semester after the deadline to charter passes.

▾ Academic Clubs

▾ Department/Program-Based Clubs



COMPLETE THE FORM

- Please complete the online form



Event Request Form

[Home](#) / [Campus Life](#) / [Student Life & Leadership](#) / [Clubs & Organizations](#) / [Event Request Form](#)

Section Menu 

*** indicates required fields

Contact Information

Name *

First

Last

Rio Hondo Student ID# *

Email *

Phone *

Address *

Street Address

Address Line 2

City

ZIP Code

California

State



TYPE IN THE NAME OF THE ADVISOR THAT WILL ATTEND THE DURATION OF YOUR EVENT



Event Details

The person to contact in case of immediate concerns

Responsible Advisor on the Day of Event *

First

Last

Email *

Phone *

Event Details *

Please describe in detail: 1. date(s), 2. time(s) including set-up and clean-up, 3. preferred location(s), 4. equipment needs, including table(s), chair(s), canopies, and 5. purpose and details of activity/speaker/event /fundraiser.

Submit



FOR **EVENT DETAILS**, PLEASE INCLUDE ANY EQUIPMENT NEEDS

Event Details

The person to contact in case of immediate concerns

Responsible Advisor on the Day of Event *

First

Last

Email *

Phone *

Event Details *

Please describe in detail: 1. date(s), 2. time(s) including set-up and clean-up, 3. preferred location(s), 4. equipment needs, including table(s), chair(s), canopies, and 5. purpose and details of activity/speaker/event /fundraiser.

Submit



UNDER EVENT DETAILS PLEASE ADD THE FOLLOWING INFORMATION:

Please describe in detail the:

- (1) date(s) of event
- (2) time(s) including set-up and clean-up
- (3) preferred location(s) with building name and room number information
- (4) facility needs, including table, chair(s), whiteboard, canopies
- (5) purpose and details of activity/speaker/event /fundraiser (ex: selling buttons for \$2 as club fundraiser)



ONCE THE FORM IS COMPLETE SELECT SUBMIT

Event Details

The person to contact in case of immediate concerns

Responsible Advisor on the Day of Event *

First

Last

Email *

Phone *

Event Details *

Please describe in detail: 1. date(s), 2. time(s) including set-up and clean-up, 3. preferred location(s), 4. equipment needs, including table(s), chair(s), canopies, and 5. purpose and details of activity/speaker/event /fundraiser.

Submit



YOU'RE DONE!

