

## EVENT CO-SPONSORING

Co-sponsorship occurs when an officially recognized on-campus organization (Student or Institute department) collaborates with an off campus organization on an event. This joint initiative must be consistent with the mission of the on-campus organization. **All event details and arrangements are to be made by the on-campus representative.** Arrangements will not be coordinated with the non-institute group or persons.

Facility rental and equipment fees will apply at the on-campus organization's charged rate. All charges associated with the event will be assumed by the on-campus organization. Departments must supply a Georgia Tech PeopleSoft account number at the time the reservation is confirmed.

### FRONTING

Institute departments and student organizations may not reserve Student Center space or equipment for, or on the behalf of an outside organization, person or for a personal event. This behavior constitutes fronting and is not allowed. Fronting is, when a student organization, faculty or staff member reserves a space for an outside business/organization, person or for a personal event with no authentic connection to the Institute or the chartered student organization or campus departments mission. If fronting is discovered, standard/non-institute space and equipment rental rates will apply and future reservation privileges will be impacted.