

Function Withdrawal Form

This form is to be used when chapters deem it necessary to withdraw from a function. This form will replace the grievance form for the withdrawal purposes only. The form must be turned in by 5:00 p.m. the following Monday of the event.

Your Chapter: _____

Filed By: _____ (Signed)

_____ (Printed)

_____ (Date Submitted)

_____ (Time Submitted)

Hosting Chapter: _____

Type of Function: _____

Other Participating Chapters: _____

Date of Function: _____

Time of Function: _____

Please describe the situation:

Please make sure that all chapter members are out of the function and a call is made to the IFC/Panhellenic directors of risk management and the IFC office at the time of the withdrawal. Make sure to state your name, chapter, date of function, and time of withdrawal.