

Custom Group Experience Request Form

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|---|--|
| Request Date(s) | |
| Request Time | |
| Event Name | |
| Organization/Department | |
| Number of Participants | |
| Contact Person Name | |
| Contact Person Email | |
| Contact Person Phone | |
| Secondary Contact Person Name | |
| Accounting Code for deposit and billing | |

1. Please list two intended outcomes for your group's experience. What are you hoping participants take away from this experience?

2. Please indicate what type of experiences you are interested in having your participants complete

Camp Fire
 Challenge Course at LUREC
 Rock Wall Program
 Paddle (3-4 hrs)
 Day Hike (5-6 hrs.)
 Group Development

3. Please identify the MAIN descriptor for your experience (please only select one):

Outdoor Reflection Group Formation
 Team-Building Leadership Development
 Challenge Positive time together in a novel setting

4. Is this an open enrollment group (anyone can sign up) OR an existing intact group? What prior team-building/group development activities has your group participated in? Were they helpful or harmful for your group dynamic?

5. What is the style of the group? Are there any interactions that are affecting the group, whether positive or negative?

6. Are there any physical ability concerns?

7. Meals (if applicable - please check one)

- We would like the O.E.E. to provide a simple picnic meal as part of our experience
- We will provide our own packed meal
- We would like to discuss this option further

Please return this form to the Loyola University Chicago, Outdoor Experiential Education via email at outdoors@luc.edu. A member of our team will contact you to discuss your experience within five (5) business days of your submission

Form Routing and Processing: Office Use Only

| <u>Item</u> | <u>X</u> | <u>Date</u> | <u>Staff Member</u> |
|---|----------|-------------|---------------------|
| Email received and return email sent | | | |
| Design meeting/Email complete | | | |
| Event Reimbursement Per Person Fee Set at [] | | | |
| Deposit amount (Per Person x Min Participants) [] | | | |