



DEPARTMENT OF  
RESIDENT LIFE

**Table Reservation Form**  
**Stamp Student Union – Grand Ballroom**  
**April 3, 2024 4-6pm**

**Sponsor Information** (\*required information)

\*Contact Name \_\_\_\_\_

\*Title \_\_\_\_\_

\*Company/Community Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

\*Phone \_\_\_\_\_ \*Email \_\_\_\_\_

**Types of units being advertised at the fair (check all that apply):**

- |   |   |                                      |
|---|---|--------------------------------------|
| <input type="checkbox"/> Apartment building / Complex | <input type="checkbox"/> Room in Private Home     | <input type="checkbox"/> Townhouse   |
| <input type="checkbox"/> House                        | <input type="checkbox"/> Apartment/Suite in House | <input type="checkbox"/> Other _____ |

**Table Sponsorship Information** (please check the boxes below based on what fair(s) you plan to attend)

**Properties with 11+ tenants across all properties owned**

- ☐ \$75 for members of the OCH Database
- ☐ \$125 for non-members

**Properties with 10 or fewer total tenants across all properties owned**

- ☐ \$25

*Gifts in support of the University of Maryland are accepted and managed by the University of Maryland College Park Foundation Inc., an affiliated 501(c)(3) organization authorized by the Board of Regents. Gifts are tax deductible as allowed by law. Please consult your tax advisor.*

**Sponsorship Fee Information**

- ☐ **Check** – Enclosed is a check made payable to the **University of Maryland College Park Foundation**
- ☐ **Credit Card** - ☐ MasterCard ☐ Visa ☐ Discover ☐ American Express

Card Number \_\_\_\_\_

Expiration Date \_\_\_\_\_ CVV Code (3 or 4 Digit Code) \_\_\_\_\_

*If billing address is different from above, please include it here.* \_\_\_\_\_

Authorized Signature \_\_\_\_\_

**DEADLINE: March 27, 2024.**

Please return this completed form with payment by  
**March 27th** to:

Shannon Cleary- Development Coordinator  
Office of Development and External Relations 2117  
Mitchell Building, College Park, MD 20742  
301-314-0246 | [scleary@umd.edu](mailto:scleary@umd.edu)

**Questions about the Off-Campus Living Fair** For  
any questions about logistics for the Off-Campus  
Living Fair on April 3, 2024 from 4-6pm, contact  
Ciara Kyler at 301.314.3137 or [cakyler@umd.edu](mailto:cakyler@umd.edu)