



Date Submitted: \_\_\_\_\_ Date of Event: \_\_\_\_\_

Name of Club: \_\_\_\_\_

**CONTACT INFORMATION:**

Name: \_\_\_\_\_ Position: \_\_\_\_\_

Email: \_\_\_\_\_ Phone Number: \_\_\_\_\_

**These items are based on a first come, first serve basis. Submit at least two weeks before event. All materials will be in the office two hours prior to the event once approved. Return all items by next business day. If you break or lose any items, you will lose privileges to borrowing the items.**

Check any items you would like to borrow:

**CHRISTMAS**

- Large Christmas Lights (4)
- North Pole Stand
- Christmas Lights (500 count)
- Red Medium Christmas Boxes (4)
- Inflatable Christmas Penguins
- Wreath Decorations
- Red/Green Ornaments
- Beistle, 1-Pack Jointed Christmas Tree, 6-Feet
- Christmas Santa and Elf Photobooth Props
- Merry Christmas Jute Burlap Banner

**TROPICAL/SUMMER**

- Tiki Bar Table Top
- Inflatable Flamingo
- Light-Up Flamingo
- Luau Photo Booth Props
- Inflatable Surfboard
- Leis
- Beach Chair
- Bubble Makers (2-3)
- Pool Floaters
- Pack of 9 Paper Decorative Kit for Photo Backdrop
- Tissue Flower Garland
- Pink, White and Gold Pennant Banner

**BIRTHDAY**

- Medium Birthday Piñata Boxes (2)
- Balloons (Color Variation)
- Streamers (Color Variation)
- Rainbow Pennant Banner (13 ft)

**FALL/HALLOWEEN**

- Fall Leaves
- Mason Jars (With Twine Wrapped at Edge)
- Fall Flowers
- Rope/Twine
- Pumpkins
- 30 Count Hanging Swirl Haunted House Decorations
- Halloween Flag Pennant

**INTERNATIONAL**

- International Flags
- International Banners

**VALENTINE'S DAY**

- XO Letters

**SPORTS**

- Volleyball Set
- Derby Carts
- Football Cardboard Cut-Out Sets
- Sports Pennant Banner
- Football Field Backdrop (4x30 ft)

**ARTSY**

- LED Pillar Candles
- White Lanterns
  - Large  Medium
- Green Lace Photo Board
- Black/Gold Garland
- Chalkboards
- Ignite Candles
- Mason Jars
  - Large  Medium  Small
- Mint Wine Vases
- Mint/Gold Candleholders
- 24 Count Assorted Colored Sharpies
- Glitter Paper
  - White  Gold
- Circle Hanging Décor
- 58 Piece Photobooth Props

**OTHER**

- Clothes Pins
- Black Table Cloths
- White Table Cloths
- Ceiling Stars
- String LED Lights

**Questions? Contact the Office of Student Engagement.**

**Student Life Building, Building 26**

**clubs@gcu.edu**

**gcu.edu/clubsandorganizations**