**HOST AN EVENT SPONSORED BY THE PARTY POWERED BY ARTS PASS**

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**COACHING**
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**CREATIVITY**
Student leaders are given autonomy in how they host their events. They can choose the venue, time, and place, all according to their vision of the event. The Party serves as a tool to make that vision come to life, enabling students to create unique and engaging experiences.

**CULTIVATION**
By using the power of The Party, student leaders are able to engage a more diverse body of students in their work than ever before. So while the College of Fine Arts is cultivating artists, The Party is cultivating audiences.

**REQUIREMENTS**

**BE INCLUSIVE** – think beyond your friends and your discipline, find new students to experience the arts.

**PICTURES** - Designate a photographer (or more) for the event. Provide photos (good smartphone shots work!) to the CFA. See our event photography guidelines for more info.

**SURVEY** - Survey attendees (including major, year, where they heard about the party, email address, etc.) using the tablets provided.

**EVALUATE** - Together with leaders in the CFA, evaluate the success of events. Figure out what worked, and what can be improved for future Party events. Provide at least 2 tips for future hosts, and fill out a post-event survey.

**SOCIAL MEDIA** – Like The Party’s Facebook page, and assist in inviting students to attend the event in question. Make sure to say you’re going to the event, so your friends will go too!

**UNIVERSITY POLICY** – All events must comply with University of Utah policy, including being drug and alcohol-free.

**CONTACT**

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