

Room Scheduling Password Request Form

Texas A&M University uses the Virtual EMS System to make all room reservations on campus (<http://events.tamu.edu>). Before you can begin making your room reservation request on the website it is necessary to obtain a password. Please fill out the following form and turn it into Mildred Seaton in Koldus 125. You may also e-mail your request with the following information to mseaton@stuact.tamu.edu

Name of Organization: _____

Name: _____

E-mail Address: _____

Phone Number: _____

Name of Primary Advisor: _____

Advisor's E-mail: _____

Advisor's Phone Number: _____

Your personal password will be e-mailed to you when your request is processed.