



Avalanche Appearance Request

Intercollegiate Athletics
Programming and Event Administration
610.683.4681 or avalanche@kutztown.edu

Please submit your appearance request at least two business weeks prior to your event. All reservations will be reviewed on a first come, first serve basis and will be fulfilled based on **performer availability**. We reserve the right to refuse requests that do not meet the two week notification minimum. Please see our webpage for appearance fees.

Please complete the following information to submit your request:

Name

Email

Phone

Contact person
on day of
performance

Contact cell #

Date request
made

Purpose of
appearance

Date of
performance

Time performer
is to arrive

Time of
performance

Location of
performance

Location
performer can
prepare/take
breaks

Special Requests
(hand out
balloons, etc)

Please return request to avalanche@kutztown.edu or to:

Mascot Coordinator
PO BOX 730
201 Keystone Hall
Kutztown University
Kutztown, PA 19530