



## BEE BUSY INC. EVENT / SERVICE REQUEST FORM

Bee Busy Inc. is a nonprofit 501(c)(3) community healthcare organization that was established in April 2000. We provide free HIV, Syphilis & Hepatitis C testing, mostly in the Southwest Houston Area. (Servicing: 77025, 77035, 77045, 77047, 77051, 77053, 77054, 77071, 77085, 77489)

Bee Busy's mission is to build a strong, healthy community by enhancing the quality of life for vulnerable individuals and families in at risk communities.

- Disclaimer:**
- Requests must be made 10 business days in advance of your deadline.
  - All services are free of charge.
  - All test results are confidential.

### Section A: REQUESTOR INFORMATION

1. Organization name		2. Name of requesting individual		
3. Address (Number and street)		City	State	Zip code
4. Telephone (Area code, number, and extension)		5. FAX Number		6. E-mail address

### Section B: TYPE OF SERVICES

1. What type of services will you require?

Free Testing
  Indoor
  Outdoor

Health Education (ages 11 - 24)

Health Education (ages 25 - up)

Other \_\_\_\_\_

2. Date(s) Requested: \_\_\_\_\_

### Section C: TYPE OF EVENT

1. What is the purpose of your request? Please select one:

Health Fair / Community Event
  Correctional Facility

Social / Bars
  Schools / College Campus

Churches
  Other: \_\_\_\_\_

2.  Location of Event:

Address (Number/Street)	City	State	Zip code
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3. Approximate Attendance Number: \_\_\_\_\_

4. Start Time / End Time of Event: \_\_\_\_\_

Start Time / End Time for BBI Team: \_\_\_\_\_

*Disclaimer: Bee Busy Executive Management retains the right to release employees or volunteers from a planned event in the case of severe weather, low attendance, or altercations that threaten the safety of BBI staff or its property.*

### Section D: TARGETED POPULATION

Please indicate targeted population. Select all that apply:

#### Targeted Population

- MSM (men who have sex with men)
- Bisexuals
- Transgender
- African-American
- Hispanic
- White
- Other:

#### Sub-Population

- Intravenous Drug Users
- Incarcerated Population
- Migrant Agricultural Workers
- Adolescents
- Other:

#### Economic Data

- Income
- Poverty Status
- Employment Status
- Public Assistance
- Disability Status
- Other:

### Section E: SOCIAL MEDIA / MARKETING REQUEST (Social Media requires that request be made 10 business day prior to event)

Will you need Bee Busy to promote the event on our social media platforms? Please select one:

- Yes, we need social media promotion
- No, we do not require social media promotion

**Thank you for your request. After your request has been reviewed a representative will give you a call. For questions call 713-774-8800.**