

**University of Mary Washington Post-Event Form**

The *UMW Post-Event Form* is filled out by the Principal Crowd Manager, Event Coordinator, or other responsible person assigned by the Event Coordinator. The form must be completed after all events take place.

**SECTION 1 - EVENT INFORMATION**

**Name of Event**

**Date and Time of Event**

**Person Performing Post-Event Survey**

**Event Attendance (Attendees + Staff)**

**SECTION 2 - SAFETY INSPECTION INFORMATION**

**Were there any Deficiencies found before, during, or after event?**

**Were there any challenges or issues before, during, or after event that should be addressed?**

**OEMS Approval:** \_\_\_\_\_ **Date:** \_\_\_\_\_