



2021-2022 MLSA Zoom Account Booking Form

Your Name/Zoom Host Name	
Event Name	
Committee/Student Group	

- x Please indicate below the time slot for your meeting or event.
- x To be considerate towards other groups, a single booking will be limited to 2 hours. Use of the MLSA zoom account for greater than 2 hours will require approval of the VP Finance no earlier than 24 hours prior to your booking, subject to their discretion.
- x Direct any inquiries to Narayan McRae, VP Finance (rh.mlsa.vpfinance@gmail.com).

Date of Event			
Start Time		End Time	

- x When your zoom booking is confirmed you will receive an invite link which can be distributed by the host to other attendees. If you prefer, you can add the attendees contact information below and they will be added to the attendee list at the time the event is created.

Attendee Name (Optional)	Attendee Email (Optional)