



### TOUR REQUEST FORM

Thank you for your interest in touring Evans High School · A Community Partnership School located in Orlando, Florida. Please fill out the form below so we can best accommodate your needs and interests. Once the form is complete, please send it to Ann Fivie at [ann.fivie@ucf.edu](mailto:ann.fivie@ucf.edu) and she will contact you to get your tour scheduled.

**POINT OF CONTACT:**

Name:
Organization:
Phone Number:
Email:

**PRFERED TOUR DATES AND TIMES** (Tours typically last a minimum of 2 hours and are **offered on the 1<sup>st</sup> Thursday and 3<sup>rd</sup> Tuesday of each month** \_\_\_\_\_(Month)

1<sup>st</sup> Choice: Choose an item.      Timeframe: Choose an item.

2<sup>nd</sup> Choice Choose an item.      Timeframe: Choose an item.

**GOALS OF TOUR**

(Please tell us what you hope to achieve from this tour)
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**WHAT PARTICULAR FOCUS AREAS AND/OR PROGRAMS ARE YOU INTERESTED IN LEARNING ABOUT?**

(Please tell us what you hope to achieve from this tour)
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**SPECIAL INTERESTS**

Discussion with specific personnel (please specify in explanation box)

Other (please specify in explanation box)

(Please explain here)
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**WHERE ARE YOU IN THE COMMUNITY SCHOOL PLANNING PROCESS?**

Choose an item.

**WILL THIS BE YOUR FIRST VISIT TO EVANS HIGH SCHOOL · A COMMUNITY PARTNERSHIP SCHOOL?**

Choose an item.

**APPROXIMATE NUMBER OF TOUR PARTICIPANTS**

Choose an item.

If larger, please estimate how many: \_\_\_\_\_.



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PLEASE PROVIDE THE NAMES AND EMAIL ADDRESSES OF THE GUESTS:

(Please provide names and email addresses of guests)

(\*Please use additional pages as necessary.\*)

**WHO REFERRED YOU TO EVANS HIGH SCHOOL · A COMMUNITY PARTNERSHIP SCHOOL?**

(Please tell us here)

*We now accept monetary donations of any amount for tours of Evans High School · A Community Partnership School. Donations are gratefully accepted and used for the needs of the students including eye glasses, food pantry items, intervention services or programs. Please make checks payable Evans High School, and complete the attached donation letter. You may deliver donations to the school the day of your tour or send to: Jarvis Wheeler, Evans High School, 4949 Silver Star Road, Orlando FL 32808. Thank you in advance for your support.*

For more information on Evans High School · A Community Partnership School, please visit [www.evanscommunityschool.org](http://www.evanscommunityschool.org).



Dear Sponsor:

Thank you for your generous donation to sponsor Evans High School as we empower students and strengthen communities for lifelong success. Your contribution will aid to meet the needs of our students in a variety of options below. Because of your help we will have greater means to provide vital resources that will enhance their success and well-being.

Please insert your company/organization name, check number, and signature in the slots provided below to secure your sponsorship.

The donation in the amount of \$ \_\_\_\_\_ from \_\_\_\_\_ will be used for

- Glasses
- Clinic Supplies
- Food and Snacks Programs
- Clothing and Trojan Attire
- Other:

Check number \_\_\_\_\_

Signature \_\_\_\_\_

Thank you for your support!

Evans High School



4949 Silver Star Road  
Orlando, Florida 32808

