



# SERVICE COORDINATOR REPORT FORM

## FOR THE CHAPTER FIELD REPRESENTATIVE VISIT



Service Coordinator: \_\_\_\_\_

Chapter: \_\_\_\_\_

Phone Number: \_\_\_\_\_

School: \_\_\_\_\_

Email Address: \_\_\_\_\_

Officer Term Began: \_\_\_\_\_

Date: \_\_\_\_\_

Officer Term Ends: \_\_\_\_\_

**Instructions:** *Please complete this form and return it to the Chapter President before the CFR arrives on campus. Answer the questions at the beginning and list the service projects your chapter performs in the various sections listed below. Indicate whether each is an on-going or a one-time project.*

Is the Service Coordinator an elected office?

What is your officer title?

**Marching Band Service (if applicable)**

**Concert Band Service**

**Other Band/Ensemble Service**

**Department or University Service**

**Community Service**

**Other Projects**

**What are some new projects you have done this year?**

**What is your biggest service to your band?**

**Is there anything else you would like to discuss with the CFR?**

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*Thank you for taking the time to fill out this form before my arrival.  
Please return it to your chapter President prior to my arrival on campus.  
For our meeting, please bring your officer notebook and all documents pertaining to your office.*