



Please complete form, print &  
fax to Event Services at 215-991-8500

## Health Sciences Events Services Office

1601 Cherry Street • Suite 11622 • Philadelphia, PA 19102 • Phone: 215.255.7326 • Fax: 215.255.7300 • E-mail: hsevents@drexel.edu

### Events Services Evaluation

Our goal in the Health Sciences Events Services Office is to provide excellent services to our customers. Your organization recently hosted an event/program at a Drexel University Health Sciences Campus (Queen Lane or Center City Campus) and we would appreciate your feedback.

Name:  Organization:

Event Name:  Event Date:

Location (campus, building, room):

**Please use the following rating scale, making detailed comments when needed:  
(1) Unacceptable, (2) Poor, (3) Fair, (4) Good, (5) Excellent, (NA) Not Applicable**

1. How satisfied were you with the general appearance of the room(s)?

Comments:

2. How satisfied were you with the cleanliness of the room(s)?

Comments:

3. How satisfied were you with the arrangement or set-up of the room(s)?

Comments:

4. How satisfied were you with the services provided by the Event Services Office?

Comments:

5. If applicable, how satisfied were you with your technical and/or A/V services?

Comments: (If possible please list the name of the manager and/or technician.)

6. If applicable, how satisfied were you with Catering Services received?

Comments: (Please list Catering Services)

7. Please rate your overall event experience noting any prominent features or staff.

Comments:

*~ Thank you in advance for helping us to improve our services. ~*