

# Budgeting Form

Budgets are due 5th Friday August 14th at 4:00 PM to Megan Rodriguez in Student Activities

Use as many forms as necessary. Note number used at top of page. Please total amounts requested for individual events and overall. Attach any quotes or other documentation you have to help justify the funds you request. Budgets turned in late may not receive funding.

Term Budgeting for \_\_\_\_\_ Date: \_\_\_\_\_

Group Name: \_\_\_\_\_ Contact Email: \_\_\_\_\_  
Contact: \_\_\_\_\_ Expected Number of Active Members: \_\_\_\_\_  
Contact Phone: \_\_\_\_\_ Current Number of Active Members: \_\_\_\_\_

**Event Title:**

Date of Event: \_\_\_\_\_ Attendance Expected: \_\_\_\_\_  
Brief Description: \_\_\_\_\_

Cost Breakdown:

Purpose of the Event:

**Event Title:**

Date of Event: \_\_\_\_\_ Attendance Expected: \_\_\_\_\_  
Brief Description: \_\_\_\_\_

Cost Breakdown:

Purpose of the Event:

**Everything must be totalled on the final sheet of your budget**