Student Government Association - Finance Budget Request

Today's Date *	
Today's Date * Month Day Year	
Organization Information	
Organization Name *	
Organization Mission Statement *	
*	

Please include a history of your organization. All members of the Finance Committee may not be familiar with your organization and a brief description helps them understand what your objectives are. Also, if your organization has a website address please include it in the paragraph.



Officers Information

Treasurer



President



Vice President



Box # *			
Secretary			
Name *			
First Name	Last Name		
E-mail *			
ex: myname@e	xample.com		
Box # * Faculty Ac	dvisor		
Name *			
First Name	Last Name		
E-mail *			
ex: myname@e	xample.com		

Operating Budget

Publicity

them as shown in the EX Weekly Ads $(4 - \frac{1}{4})$ page	$x = x^{2} = $
Office Supplies:	ммы) A ФЭ2.00 — Ф130.00
Poster board (20 pieces) White Sheets (5) x \$3.49 Spray Paint (2 – 12oz ca Masking Tape (2 – 3 pac	0 = \$17.45 ns) x $\$2.77 = \5.54
Detailed Itemization fo	or Publicity Expenses *
	←
Total Requested *	\$
Warrant Book	ζ
1 warrant book x \$5.00 =	= \$5.00
*Only order if needed **Please note that no mo	ore than five dollars should be requested for the warrant book.*
Total Requested *	\$
-	ted Operating Budget ted" for each of the above events and verify the amount below is correct
Total Requested Operating Budget	0

Please insert a brief explanation here as to why you are requiring the goods you are requesting and then itemize

Programming Budget

Please insert a brief explanation here as to why you would like to hold certain events in the coming semester. *



Event 1

Please include a brief description of the event including the location. Please itemize the materials needed to hold the event, as shown in the EXAMPLE below.

Red Doors = \$0.00

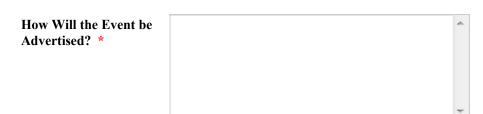
Documentary Film = \$10.00

Decorations:

(1) pack of balloons, 100 pieces = \$3.00







Detailed Itemization for Event *

Total Requested *	\$		
Event 2			
Please include a brief describe event, as shown in the E	iption of the event including the EXAMPLE below.	e location. Please itemize th	e materials needed to hold
Red Doors = \$0.00			
Documentary Film = \$10.00)		
Decorations:			
(1) pack of balloons, 100 pi	eces = \$3.00		
Event Title			
Date of Event			
	•		
Month Day Ye	zar		
How Will the Event be Advertised?			
		*	
Detailed Itemization for l	Event		
	+		
Total Requested	\$		

Event 3

Please include a brief dese the event, as shown in the	cription of the event including the location. Please itemize the materials needed to hold EXAMPLE below.
Red Doors = \$0.00	
Documentary Film = \$10.	00
Decorations:	
(1) pack of balloons, 100	pieces = \$3.00
Event Title	
Date of Event Month Day	Year
How Will the Event be Advertised?	
Detailed Itemization for	·Event
	*
Total Requested	\$
Event 4	
Please include a brief desc the event, as shown in the	cription of the event including the location. Please itemize the materials needed to hold EXAMPLE below.
Red Doors = \$0.00	
Documentary Film = \$10.	00

Decorations:

(1) pack of balloons, 100 pieces = \$3.00 **Event Title Date of Event** • v Month Day Year How Will the Event be Advertised? **Detailed Itemization for Event Total Requested** \$ Event 5 Please include a brief description of the event including the location. Please itemize the materials needed to hold the event, as shown in the EXAMPLE below. Red Doors = \$0.00Documentary Film = \$10.00 Decorations: (1) pack of balloons, 100 pieces = \$3.00

Event Title

Date of Event • • Year Month Day How Will the Event be Advertised? **Detailed Itemization for Event Total Requested** \$ Event 6 Please include a brief description of the event including the location. Please itemize the materials needed to hold the event, as shown in the EXAMPLE below. Red Doors = \$0.00Documentary Film = \$10.00 Decorations: (1) pack of balloons, 100 pieces = \$3.00

Date of Event

Event Title

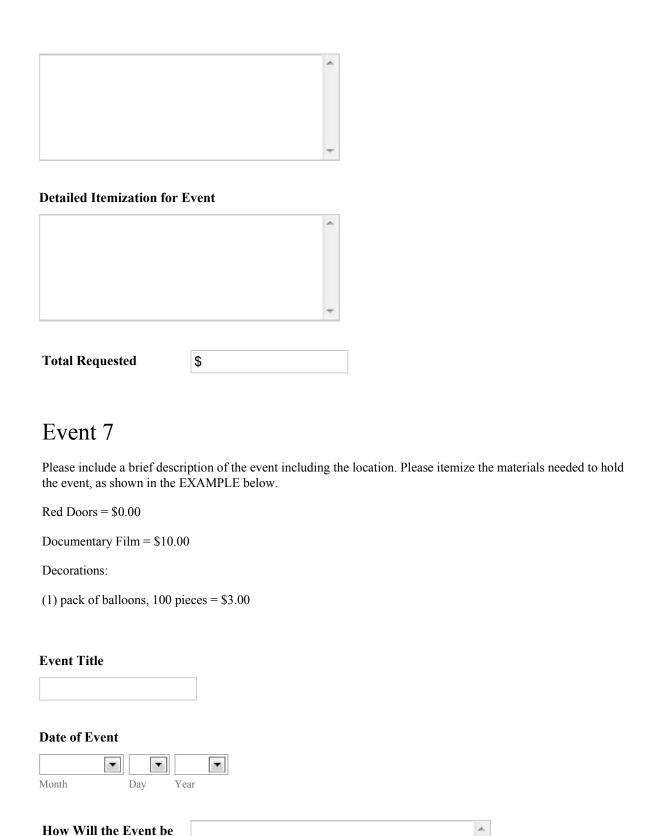
Month

How Will the Event be Advertised?

Day

▼

Year



Advertised?

Detailed Itemization for Event Total Requested \$ Event 8 Please include a brief description of the event including the location. Please itemize the materials needed to hold the event, as shown in the EXAMPLE below. Red Doors = \$0.00Documentary Film = \$10.00Decorations: (1) pack of balloons, 100 pieces = \$3.00 **Event Title Date of Event** lacksquare• Day Month Year **How Will the Event be** Advertised? **Detailed Itemization for Event**

Total Requested	\$
-	ed Programming Budget d" for each of the above events and verify the amount below is correct
Total Requested	0
Total Budget Total Requested Budget	
Operating Bud	get rating Budget section above
Operating Budget	0
Programming I Inserted from the Prog	Budget gramming Budget section above
Programming Budget	0
Total Requeste Total from Operating a	ed and Programming Budgets Combined
Total Requested	0

Fundraising Goals

Please insert a brief description of how many fundraisers you plan to conduct in the coming semester. Follow the below example to list your fundraising plans: i. Please insert a brief description of the fundraiser and include how much revenue you plan to generate. ii. Please insert a brief description of the fundraiser and include how much revenue you plan to generate. iii. Please insert a brief description of the fundraiser and include how much revenue you plan to generate. **Proposed Fundraising Activities * Total Anticipated from Fundraising *** \$ Total Currently in Fundraising Account * \$ Please "Print Form" so you have a copy for your records

"Submit" the form after printing

Submit Print Form