

Club Budget and Funding Registration Form

Please fill out this form clearly. This document is formatted for printing and physical archiving.

1. Club Information

Official Club Name:

Club President / Representative Name:

Contact Email Address:

Contact Phone Number:

Faculty Advisor Name:

2. Funding Request Details

Academic Year and Semester:

Total Budget Amount Requested (\$):

Primary Purpose of Funding (e.g., Event, Equipment, Travel):

Brief Description of Planned Activities:

3. Itemized Budget Proposal

Please list the main items, services, or events you require funding for.

Item 1 Description: Estimated Cost (\$):

Item 2 Description: Estimated Cost (\$):

Item 3 Description: Estimated Cost (\$):

Item 4 Description: Estimated Cost (\$):

4. Authorization & Signatures

By signing below, the club representatives and advisor certify that the funds requested will be used solely for the activities described above.

Club President Signature:

 Date:

Faculty Advisor Signature:

 Date:

Treasurer / Financial Officer Signature:

 Date: