

Date Submitted _____

ASB PROPOSAL / MONEY REQUEST

Before this proposal can be submitted, the following must be completed and signed by the Activities/Athletics Coordinator and ASB Office:

- **Financial Statement** - A current financial statement from the Business Office must be attached.
- **List of Club Members** - A current list of club members must be turned in to Athletic Office.
- **Fines** - All club members must have **no** outstanding fines.
- **ASB Card & Club Dues** - All club members must have a current ASB Card and paid club dues.

_____ *Activities/Athletics Coordinator* _____ *Date* _____ *ASB Office* _____ *Date*

■ Requested by:

_____ *Club/Activity* _____ *Advisor's Signature* _____ *Date*

■ Item/Event Description:

 _____ (extra information may be attached)

■ Money Requested:

■ Vendor Contact Information (if needed):

Name _____
 Address _____
 City/State/Zip _____ Phone Number(s) _____

■ Student or advisor representing club/activity of proposal (must attend meeting):

_____ *Name (printed)* _____ *Name (printed)*

■ Scheduled for Senate meeting:

_____ *Date* _____ *Time*

Amount approved by Senate	\$ _____		
Approved by ASB Senate	_____ <i>Senate Leader's Signature</i>	Vote _____	Date _____
Approved by ASB House of Reps	_____ <i>House Leader's Signature</i>	Vote _____	Date _____
Notified Advisor of Request Results			Date _____