

Date: ___/___/___

CEDAR CREST COLLEGE
Student Government Association

PETITION FOR STUDENT GOVERNMENT FUNDS

Petitions for additional funding may be submitted to support a new event or for additional funding for an existing event. Funding will be given on a first come first serve basis. This form should be filled out and returned Campus Mailbox O. Please return the form no less than two weeks prior to the event that the money is to be used for. Please review the Petition Information in the Financial Procedures Packet. Feel free to email Student Government Treasurer, Christine Saleb, at studgov@cedarcrest.edu with any questions or concerns. We look forward to receiving your petition.

Organization/Club Name: _____

Organization/Club Account Number: _____

President: _____ Phone/Ext: _____

Treasurer: _____ Phone/Ext: _____

Name of Activity To Be Held: _____

Where will it be held: _____

When: _____

Expected attendance that budget is based on: _____

If limited seating, how many seats or spots will be open for:

Club members _____

Campus community _____

Itemized List or Description of Expenses to Be Incurred:

Food: _____ \$ _____

Advertising: _____ \$ _____

Speaker: _____ \$ _____

Entertainment (be specific): _____ \$ _____

Transportation costs: _____ \$ _____

DJ(Radio Club charges \$75 for first 3 hours and \$30 an hour after that):

_____ \$ _____

Total Amount of Money Requested: _____

Date: ___/___/___

Activities Held This Academic Year (sponsored by organization): _____

List Other Organizations That May Be Co-Sponsoring This Event and what are they contributing:

Organization: _____ Service: _____ and/or Funds: \$ _____

- *Remember Event must be open to all campus and COMPLETELY FREE for those who attend.*

For Student Government Use Only:

Date: _____ Approved as Itemized: _____ Approved Amount: \$ _____

Disapproved: _____ Representative did not attend _____

Authorized Signature: _____

Position: _____