Eureka College, Student Senate - Student Allocations Committee Request for Funding

Requests for funding should be submitted to the Vice President of Student Senate via this form with as much advance notice as possible as requests are reviewed by committee. Advances will only be considered if the form is submitted within 10 days of date of event/date or advance is needed.

Date Submitted:	Date Funds will be Used:	
Name of Event (if applicable)		
Organization Responsible for Event:		
Contact Person(s) Responsible for Using	g Funds*:	
E-mail/Phone Number/Box Number:		
Amount Requested: \$	Advance Requested □	Reimbursement Requested □
Date Advance Needed	_	
*If an advance requested, please allow for a	at least 10 business days for reque	est to be considered and processed
Check Payable to (or account to transfer	funds):	
Please explain the purpose/Nature of the additional sheets).	event and how the funds will be	be used. (Please feel free to attach
How will this event benefit the student b		
You must keep all receipts documenting turned in to the Office of Student Life w funds through the reimbursement proces	ithin 5 business days following s.	
	l be responsible for the amount	of the advance which will be charged to
	lent Allocations Committee Use	Only
Amount Requested: <u>\$</u>	ient Anocations Committee Use	Amount Approved: \$
Authorized Signature:		Date:
Authorized Signature:	AC Chair (VP of Senate)	Date:
Dea	an of Students	<i></i>
Date of Check Request/Transfer Processed:		Date Receipts Received:
Special Instructions:	·	
Data Signed Conv Provided to SAC Ch	poir Data Signed Conv. Po	rovided to Office of Student Life Office Manager