



# Associated Students Request for Funding

**Club/Organization:** \_\_\_\_\_

**Date Received:** \_\_\_\_\_

**Name of Event:** \_\_\_\_\_

**Date of Event:** \_\_\_\_\_

**Amount Requested:** \_\_\_\_\_

**Location:** \_\_\_\_\_

(You must complete a separate Use of Facilities Form to request campus facilities through Event Services)

This form must be completely filled out and submitted to an A.S. Senator **at least 4 WEEKS** prior to the date of the event/activity to be considered for funding. This will allow the Associated Students to: review the nature of your request, write the required legislation, complete the process of allocating funds and allow appropriate time for the event/activity to be advertised (according to the A.S. Publicity/Publications/Information Dissemination Directive).

Please describe the purpose and nature of your event. Be sure to include how Mt. SAC students will benefit from this event/activity: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Anticipated number of attendees:** \_\_\_\_\_

**Cost breakdown** (Please be specific and include a separate line item for each expense). Please attach a separate sheet if necessary.

**Name:** \_\_\_\_\_ **Position in club:** \_\_\_\_\_

**Advisor signature:** \_\_\_\_\_ **Extension:** \_\_\_\_\_

(If this is a request for a conference, please provide name and extension of advisor attending)

**Name:** \_\_\_\_\_ **Extension:** \_\_\_\_\_