Requisition of Student Activity Service Fee Funds

Organization: ________________________________________________

Organization Activity: _________________________________________

President/ Chair: ______________________________________________

Expected Number of Students Involved: ____________________________

Amount Requested from SGA? ________________________________

Amount Covered by Other Sources? ____________________________

Please provide an itemized detail explaining amount requested (i.e. $200 for a cake, $60 linens, etc)

________________________________________________________________

________________________________________________________________

________________________________________________________________

Explain how the use of SGA funds will directly benefit HCC students.

________________________________________________________________

________________________________________________________________

________________________________________________________________

Club Advisor/ Chair Signature: ___________________________ Date

Student Activities Advisor: ___________________________ Date

*Please note that submission of this form will not guarantee SGA funding. Forms must be submitted to the Student Activities Advisor at least one month prior to the proposed event is scheduled to take place. In order to be considered, a member of the submitting group must attend a SGA meeting to present to the general body.