Justification of Expenditure of Student Activity Service Fee

NOTE: This form should only be attached to any request for an event where food will be served.

1. Nature of Request (Brief description of event)

2. Method of Advertisement (Examples: attach copy of notice, flyer, invitation, sign-in sheets, etc.).

3. Demonstrate that expenditures are for the benefit of the student body:

Initiator's Signature/Date: __________________________

Student Activities Advisor's Signature/Date: ________________

Dean of Student Services' Signature/Date: ________________

9/18/03