

Budget Request Form



Use this form to request a budget for an item that will be used by an approved club.

Club Name: Name:

Event Please describe the type of event you are planning:

Date/Time/Location of Event:

Item:	Description:	Anticipated Cost:	Amount Approved:
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
		Total Amount Requested:	Total Amount Approved:
		<input type="text"/>	<input type="text"/>

By signing this budget request, I am agreeing that:

1. The Club will adhere to the rules and guidelines set in the Student Club Handbook and by DigiPen Institute of Technology.
2. The requested items are to be used for the event they are requested for.
3. DigiPen is not responsible for loss or injury during a Club-sponsored event.

Signature: Date: