



EMERGENCY CLUB FUNDING REQUEST FORM

Club President: _____ Club President's Phone: _____

Email: _____ Student #: _____

Club Name: _____ Number of Members: _____

Amount Requested: _____

Along with this form, please submit:

- An itemized list of outstanding expenses.
- A complete list of all sources of revenue ex: Sponsors, club event revenues, etc.
- Accumulated bank statements from September of current year to most recent date.
- UTMSU Financial spread sheet representing all events and expense's to date
- **A detailed Proposal: explaining the event, its purpose, target audience, expected attendance and a breakdown of the events finances**

I have completely read and fully understand all UTMSU Funding Policies. I understand that violation or non-compliance with UTMSU Funding Policy will jeopardize my club's opportunity to receive funds in the future. I have completed this application fully and correctly. I am also aware of how the process works and all the relevant deadlines. I will be present at the applicable meeting to submit this proposal to the UTMSU Council.

Signature of the Club President

Date: _____

Signature of the V.P. Campus Life

Please return this form and all of the required components to the UTMSU V.P. Campus Life ASAP as it may take up to 4 weeks to process final amount.

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Office Use Only:

Request # _____

Date Submitted: _____

Date of Meeting Slated For: _____

Decision: Veto Approved Denied Hold

Amount Approved: _____

Date of Decision: _____

Signature of V.P. Internal Services: _____

Signature of V.P. Campus Life: _____