



To Request SGOc Club funds, please complete this form and submit to the SGOc VP for Student Life, BSC 118 **at least** three weeks prior to the date of your event.

## Club Fund Request Form

Club name: \_\_\_\_\_

Date: \_\_\_\_\_

Representative Name: \_\_\_\_\_

Contact phone/email: \_\_\_\_\_

Club Advisor: \_\_\_\_\_

Phone/Email: \_\_\_\_\_

Event Title: \_\_\_\_\_

Event Date/Time: \_\_\_\_\_

Please give a brief description of your event and its purpose for serving the Olympic College Student Body:

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Please give an itemized list of required items/estimated cost (i.e.: decorations, food, rental cost, supplies, etc.)

Decorations: \$ \_\_\_\_\_.

Other \_\_\_\_\_: \$ \_\_\_\_\_.

Publicity: \$ \_\_\_\_\_.

Other \_\_\_\_\_: \$ \_\_\_\_\_.

Food: \$ \_\_\_\_\_.

Other \_\_\_\_\_: \$ \_\_\_\_\_.

Rental: \$ \_\_\_\_\_.

Other \_\_\_\_\_: \$ \_\_\_\_\_.

Performer: \$ \_\_\_\_\_.

**Total Estimate: \$ \_\_\_\_\_.**

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**Total Amount Requested: \$ \_\_\_\_\_.**

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Club Representative

(Date)

Club Advisor

(Date)