

## Tech Parents Annual Fund Request Cover Page

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

Organization Representative: \_\_\_\_\_  
(Print Name) (Title)

Telephone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Event: \_\_\_\_\_ Date of Event: \_\_\_\_\_

Amount Requesting: \_\_\_\_\_

The following must be attached to have this request approved:

- ✓ Event Budget and Budget of the RSO
- ✓ Typed 1-2 page Rationale

Verification by an Executive Board Member of the Recognized Student Organization:

Printed Name: \_\_\_\_\_ Signature: \_\_\_\_\_

By signing, I agree to the following statement: "As a representative of the executive board of the Recognized Student Organization listed above, I support and am fully aware of the submission of this funding request to the Tech Parents Annual Fund Committee. This request is for an event, travel, or equipment related to the purpose and mission of the Recognized Student Organization listed above."

Acknowledgment of event support by the Tech Parents Annual Fund in any program or publicity prepared for the event is required. If funded, all subsequent publicity for the event and any event programs or news releases must contain the following statement, "This event is supported by the Office of Student Life and the Tech Parents Annual Fund."

Rev. 10/3/07

### For Office Use Only

Request Received: \_\_\_\_\_ By: \_\_\_\_\_

Request Review by Committee: \_\_\_\_\_ Funding for Event:  Not Approved  Approved

Amount: \_\_\_\_\_  Check  IB To: \_\_\_\_\_  
Payee or Campus Account Number

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Administrator of the Tech Parents Annual Fund