For Office Use Only:
Date Received: ___/____/____ Received by: _____
Registration Form on File: ___ Attended Risk Management: ___

Student Organization Leadership Fund
BASE FUNDING REQUEST FORM

Each registered student organization is eligible to receive an allocation of $150 each Fall and Spring semester ($75 for summer), provided that the organization is in full compliance with all renewal deadlines, and has participated in all required student organization training programs.

The payment will be in the form of a check made payable to the student organization that must be deposited to the organization's local bank or credit union account.
The officers of the organization will be accountable to the organization's members on how this money is spent.

Student Organization Name: _____

President Name: _____ **Email**: _____**Phone**: _____

Please indicate semester/year base funding is requested

_____ **FALL/12** _____ **SPRING/13** _____ **Summer/13 (includes Summer I and II)**

Student Organizations must have a bank account in order to receive base funding.

Federal Tax ID Number or Employer Identification Number: _____
(This number is required to process the request)

If you do not have a Federal Tax ID number or Employer Identification Number please contact the Center for Student Involvement for additional information on how to complete this.

Each student organization will be notified when checks are available for pick up.
Checks may be picked up in the Center for Student Involvement.

Checks not picked up within 10 business days will be voided and the organization will forfeit funding for that semester.

President Signature:_____ **Date:**_____

Advisor Signature:_____ **Date:**_____

Please ask the RSO President to sign when picking up a Base Funding Check.

President's Signature: _____ **Date:** _____

Coordinator for Student Organizations:_____ **Date:**_____