



Residence Hall: \_\_\_\_\_

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

Submitted by: \_\_\_\_\_

Phone: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Advisor (RC or GA): \_\_\_\_\_

Phone: \_\_\_\_\_

Title of event: \_\_\_\_\_

Purpose of event:

Brief description of event:

**Amount requested: \$** \_\_\_\_\_ **Current balance of hall council budget: \$** \_\_\_\_\_

Detailed description of how the requested money will be used:

Are you co-sponsoring with any other organization? *(circle one)*      Yes      No

If so, with whom? \_\_\_\_\_

*Please attach any supporting documentation that you would like to have considered with your request.*