

Chartered Club/Organization Budget

Each Chartered Club/Organization must submit the following budget to the Assistant Director of Student Center and Activities by **October 1** for the current academic year to 270 CdC. If the budget changes at any time, a new budget must be submitted.

Budget submitted for _____ academic year. Date: _____

Organization Name: _____

Advisor: _____

President/Leader: _____

Treasurer: _____

Budget figures are based on the following estimated membership:

Number of dues paying members:	_____
Dues (per member, per year):	\$ _____
Estimated total dues revenue (members x dues)	\$ _____
Senate Funding:	\$ _____
Other charges (if applicable):	\$ _____
	\$ _____
	\$ _____
TOTAL REVENUE:	\$ _____

Expenditures

Printing/Copying	\$ _____	Technology	\$ _____
Retreats	\$ _____	Office Supplies	\$ _____
Social Events/Activities	\$ _____	Member Development	\$ _____
	\$ _____	Conferences/Travel	\$ _____
	\$ _____	Recruitment Expenses	\$ _____
	\$ _____	Gifts/Awards	\$ _____
	\$ _____	Miscellaneous	\$ _____
Public Relations	\$ _____		\$ _____
Postage/Mailing	\$ _____		\$ _____
Telephone/Utilities	\$ _____		\$ _____

TOTAL EXPEDITURES: \$ _____

Surplus/Deficit

Total Revenue:	\$ _____
(-) Total Expenditures	\$ _____
(=) TOTAL	\$ _____

Treasurer's Signature

Date

President's Signature

Date

Advisor's Signature

Date

ASSISTANT DIRECTOR ONLY: Date Received: _____