Name of High School Application for Student Club

| | the students of the mission to form a Student Club. | (name of the school site), request | | | |
|-----------------|---|------------------------------------|-----|--|--|
| Atta | ach a list of the students sponsoring | g this application. | | | |
| II. and | This organization will be called will have as its purpose: | | | | |
| | | | | | |
| | ` - | member) will serve as the advisor | for | | |
| | club for the school year. | | | | |
| vve 1. 2. | A copy of the proposed constitut. A copy of the budget for this club | | | | |
| Sub | mitted by: | | | | |
| Stuc | dent Club Rep: | Date: | | | |
| Clu | b Advisor: | Date: | | | |
| App | proved: | | | | |
| Sch | ool Principal: | Date: | | | |
| ASB | President: | Date: | | | |
| Rec | orded in Student Council Minutes of | n (date): | | | |

Name of High School Associated Student Body Minutes

| Meeting Da | ate: | Location: | | | | | |
|--|-----------------|-------------------|---------------|---------|----------------------------------|--|--|
| The Meeting was called to order by: | | | | | | | |
| The Minutes of the Meeting dated were Read and Approved (Corrected and Approved) | | | | | | | |
| The following Purchase Orders were approved: (List below or attach separate listing) | | | | | | | |
| P.O. # Vendor Amount Club Purpose | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| Motion by: Seconded by: | | | | | | | |
| Vote Count | t; | Number For: | | | Number Opposed: | | |
| The followi | ing Invoices we | ere submitted for | r payment: (I | List be | elow or attach separate listing) | | |
| Check # | Payable to | Amount | Club | Pur | pose | | |
| | | | | | | | |
| | | | | | | | |
| Motion by: | | | Seconded | by: | | | |
| Vote Count | t; | Number For: | | | Number Opposed: | | |
| Communic | ation and Repo | rts: | | | | | |
| Old Busine | ess: | | | | | | |
| New Busine | ess: | | | | | | |
| Submitted by: | | | | | | | |
| ASB Secretary: Signature and Date: | | | | | | | |
| ASB Advisor: Signature and Date | | | | | | | |
| Meeting Attendees: (List below or attach separate listing) | | | | | | | |

School Name School Address Request for Approval: Fund Raising Event

| | | I | Date: | | |
|---|---------------------------------|--------------------------|--------------|----|--|
| Proposed Event: | | | | | |
| Description: | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| Requesting Club/Organization | on: | | | | |
| Proposed Date(s) of Event: | | | | | |
| Club Contact Person: | | | | | |
| Club Advisor: | | | | | |
| Location of Proposed Activity | <i>r</i> : | | | | |
| Status of Event (circle one): | New Event | Held Previously (| (Years): | | |
| Budget Plan for Activity (Atta | ch Description) | | | | |
| Other Background Information | on (such as other sch | nools or clubs that have | held similar | | |
| events): | | | | | |
| | | | | | |
| Club Representative (name, sig | mature, date) | | | | |
| Club Advisor (name, signature, da | ate) | | | | |
| Student Council Recommend | lation (circle) | | Yes | No | |
| Student Council Representati | i ve (name, signature, o | date) | | | |
| Principal or Designee Action (circle) Yes | | | | | |
| Principal or Designee (name, s | ignature, date) | | | | |

Name of School School Address

Donation to ASB Form

| City, State & ZIP: Telephone: Description of the donation: (If cash or check, show the exact amount; if other than cash or check, include a detailed description of each item, including serial number, color, et cetera) Donor's estimate of value: Purpose of the donation (ASB organization, school site, or district program): If the donation is for a club or organization that is part of a school's ASB, indicate the name of the club or organization and deposit the cash or check into the ASB bank account. Retain this form as a record of the donation. If the donation is for the district, either for the use of the school or for another district program, forward the cash, check, or other item to the district business office with this form. Explain below whether the donation is for the school site or a specific district program. Received at: Received by (principal or other administrator): | Name of Donor: | |
|---|---|---|
| Description of the donation: (If cash or check, show the exact amount; if other than cash or check, include a detailed description of each item, including serial number, color, et cetera) Donor's estimate of value: Purpose of the donation (ASB organization, school site, or district program): If the donation is for a club or organization that is part of a school's ASB, indicate the name of the club or organization and deposit the cash or check into the ASB bank account. Retain this form as a record of the donation. If the donation is for the district, either for the use of the school or for another district program, forward the cash, check, or other item to the district business office with this form. Explain below whether the donation is for the school site or a specific district program. Received at: | Street Address: | |
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| program, forward the cash, check, or other item to the district business office with this form. Explain below whether the donation is for the school site or a specific district program. Received at: | | |
| | Purpose of the do program): If the don indicate the name of the | onation (ASB organization, school site, or district ation is for a club or organization that is part of a school's ASB, ne club or organization and deposit the cash or check into the |
| Received by (principal or other administrator): | Purpose of the do program): If the don indicate the name of the ASB bank account. Retained in the donation is for the program, forward the this form. Explain below. | enation (ASB organization, school site, or district ation is for a club or organization that is part of a school's ASB, the club or organization and deposit the cash or check into the min this form as a record of the donation. The district, either for the use of the school or for another district cash, check, or other item to the district business office with |
| | Purpose of the doprogram): If the domindicate the name of the ASB bank account. Retained in the domain is for the program, forward the this form. Explain belon district program. | onation (ASB organization, school site, or district ation is for a club or organization that is part of a school's ASB, he club or organization and deposit the cash or check into the min this form as a record of the donation. The district, either for the use of the school or for another district cash, check, or other item to the district business office with low whether the donation is for the school site or a specific |

Name of High School

A.S.B. Purchase Order Log

| P.O .# | Vendor Name | Descriptio n | Club | Amoun t | Date Receive d | Commen ts |
|-----------|----------------|-----------------|------|------------|----------------------|--------------|
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