



KSG Finance Council

Kettering University ■ 1700 W. University Ave ■ Flint, MI 48504

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Capital Request

Return this form along with attached quotes to the Capital Asset Manager's mailbox & attend the next Finance Council meeting

Group Name:

Treasurer:

Account Number:

Treasurer Email:

Date Submitted:

Treasurer Phone:

Description of Request:

Use/Need of Request:

You must have a minimum of 3 quotes & they must be attached to this sheet

Quote 1 Cost:

\$	-
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Quote 2 Cost:

\$	-
----	---

Quote 3 Cost:

\$	-
----	---

Average Cost:

\$	-
----	---

Approval Signature & Date:

Club Adviser Signature Required:
