



# FUND REQUEST FORM

Organization Name: \_\_\_\_\_

Date Submitted: \_\_\_\_\_ Semester: Fall  Winter  Summer

**Cheque Section** (So we know who to write the cheque to)

Cheque paid to (organization or person): \_\_\_\_\_

Student or SIN # (if applicable): \_\_\_\_\_

Amount requested: \$ \_\_\_\_\_

Would you like to have the cheque held in the UFV Student Union Society office or have it mailed to your home address?

Hold       Mail

Direct Deposit to student organization account  
(Include void cheque or address)

**Requester Section** (For the completing this form so we can keep in contact)

Requested by: \_\_\_\_\_

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

Position: \_\_\_\_\_ Email: \_\_\_\_\_

Student #: \_\_\_\_\_ Signature: \_\_\_\_\_

Brief description of the event: : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date(s) of the event(s) \_\_\_\_\_

\*In case of more information, attach another sheet/document

**Authorization Section:** *(Must be signed by two signing authorities)*

The person who the cheque will be paid to (as listed in the **Cheque Section**) may **NOT** be one of the authorizing signers below.

Authorized by: Print Name \_\_\_\_\_ Signature \_\_\_\_\_

Authorized by: Print Name \_\_\_\_\_ Signature \_\_\_\_\_

