

FINANCIAL REQUEST
of
Granada Supporters Club, General Fund Support

Any General Fund money requested from GHS Supporters Club must be accompanied by this form.

- 1) Complete this form, including accompanying supporting documents
- 2) Approval from the GHS Administration or Athletic Director.
- 3) Request that your "financial request" be added to upcoming monthly agenda.

Petitioning Group: _____ Date: _____

Coach/Team Manager/GHS Staff in Charge: _____

Funds Requested: \$ _____

Reason for Requested Funds:

Requests must have supporting documentation: _____ Yes _____ No
(Purchase Orders, Pricing Quotes, or final receipts submitted prior to distribution)

Current ASB (*Associated Student Body*) Account Balance: \$ _____ as of _____ Date

Fundraising Action Plan: *Describe plans that your group is taking to fund this request independently or to repay GHS Supporters for any advance.*

Printed Name & Signature
of requesting individual

Contact Phone

Date

GHS Administration or Athletic Director,
Approving Signature

Date

GHS Supporters Use – Date Request Received: _____ Agenized Date: _____

Request Motion: Motion by _____, Second by _____.

Discussion: _____

Request Approved, _____ Yes _____ No Amount Approved: \$ _____

If Disapproved, further action: _____

Second Request needed, if over \$2500 _____ Yes, _____ Month Second Request Approved: Yes / No