

**FINANCIAL RECORDS
NEW CLUB INFORMATION SHEET**

CLUB/ORGANIZATION: _____

SPONSOR: _____

DATE ESTABLISHED: _____

PURPOSE: _____

GL ACCOUNT NUMBER	_____ (To Be Assigned by Fin Records Office)
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REQUIRED:
SIGNATURE OF VP OF STUDENT AFFAIRS OR DEAN OF RESPECTIVE SCHOOL.

(Signature)

I acknowledge the establishment of this club and accept ultimate responsibility for assuring the finances remain in the positive. I understand that I may be called upon to provide funds to cover a negative balance.

Once form is completed and signed, bring to Financial Records in Administration Bldg, Office 220