Los Medanos College

Inter Club Council (ICC) Funds Request Form

ICC Fund Request Form must be submitted to ICC Advisor the Wednesday prior to the next scheduled ICC meeting

Date Submitted: _______________ Date Presented to ICC for Approval: _______________

Name of Club: __________________________________________________________

Name of Event: __________________________________________________________

Date of Event: _______________ Location of Event: ____________________________

Presenter’s Name: ___________________________ Presenter’s Phone: _____________

Presenter’s Email: _______________________________________________________

Club Advisor/Co-Advisor Signature: ___________________________ Date: ___________

Circle Item(s) to be paid for using ICC Funds:

- Bus Rental
- Decorations
- Film purchase/licensing
- Printed Materials
- Light Refreshments for Events
- Conference Registrations**
- Facility Rental
- Performers/Guest Speakers
- Postage
- Publicity/Marketing Costs
- Staff/Student Worker Costs (including staff overtime)

** For Approval: Activities, Events, and Conferences must be open to ALL LMC students including Brentwood students

Please provide a detailed budget/expenses list of all expenses:

<table>
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<th>Item</th>
<th>Estimated Cost Per Item</th>
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*Please note evening and weekend activities may incur additional costs if staffing is required for an event

**Special Event Request Form may be required- Visit Office of Student Life for more information**

Club’s Contribution $___________

Other Funding Sources (List amounts and sources)

$_________ Funding Source __________________________

$_________ Funding Source __________________________

$_________ Funding Source __________________________

Total Amount Requested from ICC $___________ (not to exceed $700.00)

Total Cost of Event $___________

Club minutes approving the above mentioned expenditures and other supporting documentation must be attached with this request.

STUDENT LIFE USE ONLY

ICC Vote Tally: Approved ( ) Disapproved ( ) Abstained ( )

Signature of Interclub Advisor: ______________________________________ Date: __________

Distribution:
White- Business Office Yellow- Student Life Office Pink- Student Club