

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:

Item	Estimated Cost Per Item

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