



Student Government Association  
Phone: (607) 753-4816  
Fax: (607) 753-2807

217 Corey Union  
State University College at Cortland  
Cortland, New York 13045

## **SGA ORGANIZATIONAL EVENT OR FUNDRAISER PERMISSION FORM**

**Organizations must receive SGA Financial Board permission three weeks in advance of event or fundraiser**

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

Officer contact: \_\_\_\_\_ telephone: \_\_\_\_\_ email: \_\_\_\_\_

Event/fundraiser date(s): \_\_\_\_\_ where: \_\_\_\_\_

Event/fundraiser Title: \_\_\_\_\_

Fee Asking to be charged for the event: \$ \_\_\_\_\_ to SUNY STUDENT \$ \_\_\_\_\_ to FACULTY, STAFF  
\$ \_\_\_\_\_ NON STUDENT

**If selling an item list item and for how much:** \$ \_\_\_\_\_  
\$ \_\_\_\_\_

**How much money to be raised:** \$ \_\_\_\_\_

**CONTRACT TO EVENT PLACE MUST BE ATTACHED IF HELD OFF CAMPUS TO SHOW  
THE FEES CHARGED TO THE ORGANIZATION FOR EVENT.  
IF ON CAMPUS WITH ASC PLEASE ATTACH PRICE QUOTE FROM CATERING**

**If Fundraiser please circle reason for raising funds:**

1. Increase budget for events
2. Donate to non profit organization (list below)
3. Purchase equipment for organization (list below)

\_\_\_\_\_  
\_\_\_\_\_

**A copy of this form will be placed in the organizational mailbox after approvals/denials have been made**

SGA FINANCIAL BOARD APPROVAL \_\_\_\_\_ DATE: \_\_\_\_\_  
Signature of SGA Treasurer/V.Treasurer

ASC REPRESENTATIVE APPROVAL \_\_\_\_\_ DATE: \_\_\_\_\_