

Exhibit - Request for Establishment of Student Activity Fund

To be submitted to the Business Manager

Permission is hereby requested to establish a Student Activity Fund for the purposes below:

School Name Normal West High School
Student Activity Fund Name ASL (American Sign Language)

To be completed by Accounting Department:	
Account Number - Revenue	_____
Account Number - Expenditure	_____

1. The purpose of the proposed Student Activity Fund is to have an account to fund club activities
2. Income in support of this Student Activity Fund will be obtained from the following sources: fundraisers and/or donations
3. Expenditures from this Student Activity Fund will be for these purposes: fund club activities

4. **Authorized Signatures:**

The following individuals are authorized to initiate expenditures from this fund:

Student Representative

[Signature]
Faculty Advisor

5. Other Comments: _____

[Signature]
Principal

This request was approved by the Board of Education on _____

Business Manager

Date