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|  | **Northern Lights Swim Club Boosters**  **Request and Approval of Funds** |

**Background**

Request for funds outside of the NLSC Booster Board of Directors approved annual budget must go through a request, review and approval process during one of the monthly board meetings. Any party requesting funds must fill out all the details below. If approved, it is the responsibility of the requesting party to make the purchase and submit receipts or coordinate with the NLSC Booster Treasurer.

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| --- | --- | --- |
| Name/Title: |  | |
| Date: |  | |
| Funding Amount: |  | |
| Details of the Request: |  | |
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| Funding breakdown (if needed): | |  |
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| Who will benefit from this request: | |  |
| Any additional information: | |  |
|  | | |
|  | | |

**TO BE FILLED OUT BY THE BOOSTER CLUB**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Is the request funded as requested? | Yes |  | No |  |
| If applicable, describe any changes to the approval: | | | | |

Date:

Booster Board President’s Signature:

Printed Name: