



TEXAS SOUTHERN UNIVERSITY

BUSINESS AFFAIRS
Agency Fund Request Form
for Student Organizations

Date: _____

REQUESTOR INFORMATION

Name _____ Title _____

Email _____ Phone _____

STUDENT ORGANIZATION INFORMATION

Organization Name _____

Authorized Officers:

Check all that apply.

New Fund

Update Officers

Close Fund

Effective Date _____

End Date (if applicable) _____

Intended use of agency fund (*brief explanation*):

Signatures:

Requestor

Date

Director of Student Activities

Date

Return completed form to the Office of Business Affairs in Hannah Hall: 145.

For assistance call ext. 7646.

FOR OFFICE USE ONLY		
Received Date:	Assigned Fund Code:	Completion Date:
Processed By:	Controller's Signature:	