DEPARTMENT OF ANTHROPOLOGY

AGSA Sponsored Event Form

Use this form to request AGSA funding for an event. All event proposals *must be submitted to AGSA*, who will then forward any approved proposals to department for review and/or approval.

Should you have any questions on completing the form, please contact your AGSA representative.

To be completed by the student and submitted to the AGSA Representative:

| NAME (INDIVIDUALS): | | |
|--|-------------------|-----------------|
| NAME (GROUP IF APPLICABLE): | | |
| DATE(S) OF EVENT: | EVENT START TIME: | EVENT END TIME: |
| Brief Description of the Event (Max 250 words): | | |
| Brief Description of Costs (Items, Caterer, Speaker Fee etc.): | | |
| TOTAL ESTIMATED COST: | | |
| | | |
| REQUESTED BY | | DATE |
| | | |
| AGSA REPRESENTATIVE SIGNATURE | | DATE |

REMINDERS:

- DON'T FORGET to REQUEST THE TAX-FREE FROM from the DEPARTMENT OF ANTHROPOLOGY
- PLEASE KEEP ALL RECEIPTS and TURN THEM INTO DEPARTMENT WITH THIS FORM