

Activity Date: _____

Time: _____

Location: _____

Explain how this activity will impact on the University and local community:

Budget Proposal

Total Cost: _____ Amount requested from SAFT: _____

Will admission be charged? _____

If yes, indicate charges and explain fee collection procedure:

Indicate cost in the blanks provided below.

Expenses

Performance or Lecture Fee: _____

Transportation/Travel: _____

Film Rental: _____

Decorations (describe):

Food (describe):

Publicity (posters, ads, etc.):

Lighting:

Sound:

Technician's Fee:

Other:

Additional Comments:
