

Inter-Club Council Conference / Travel Agreement

Name

Club Name

Name of Event

Location (City, State, Zip)

Inclusive Dates:

Date

Pre-approval by Student Activities Coordinator

Please note: All conferences require a minimum of 3-4 weeks prior notification.

Approved Cost Summary

Registration \$ _____

Transportation \$ _____

Lodging \$ _____

Total Cost \$ _____

****Please attach a copy of the ICC approved Funding Proposal, check requisition and any supporting documents.**

Club Advisors Signature: I certify that this activity has been approved in accordance with my organization's Constitution and Bylaws, and that I will be present at the activity as an official representative of my organization (club.)

Date:

Advisor's Name

Advisor's Signature

Approval(s)

Signature of Vice President of Student Services

Date

Signature of President (required for out-of-state)

Date