

Albany Law School Student
Bar Association Budget
Proposal, Spring 2012

Organization Name:

--

Contact Person (President):

Name:	
Email:	Phone:

Contact Person (Treasurer):

Name:	
Email:	Phone:

Contact Person (Other/Optional):

Name:	
Email:	Phone:

Total Number
of Events:

--

Total Amount
Requested:

--

Checklist (please initial each item):

This organization is a chartered group recognized by the SBA and has submitted a 2011 charter to the SBA Senate in order to obtain funding. If this is a new group, the charter must be submitted with or before the budget in order to be approved before the Budget Meeting.

All events have booked dates, price quotes, and itemizations. The itemizations have been done with tax exemptions in mind.

All past events by the organization have been considered during planning.

Each event has its own individual budget proposal form.

This budget has been submitted ***before*** Friday January 13th at 5:00 p.m. to Executive Treasurer Sarah Shearer by placing it in a designated folder in the SBA office & via Albany Law e-mail.

All organizations wishing to present at the budget meeting must sign-up on the sign-up sheet located outside of the SBA office by January 18th at 5:00 p.m. (it is not required that you present your budget, only if you feel it is needed)