

LINE-ITEM CHANGE OR ADDITION

Date: _____ Acct. # _____

Organization Name: _____

Which Line Item(s) do you want to take money from?

<u>Name of Line Item in Budget</u>	<u>Amount to be Moved</u>

Which Line Item(s) that already exist in your Budget do you want to put the money into?

<u>Name of Line Item in Budget</u>	<u>Amount to be Moved</u>

What are the New Line Item(s) that you want to put money into? (not currently in budget)

<u>Name of Line Item in Budget</u>	<u>Amount to be Moved</u>

Explain the reasoning for the line item change(s)

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Authorization:	<u>Signature</u>	<u>Print Name</u>	<u>Campus Telephone Number</u>
President:			
Treasurer:			
Advisor:			

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NOTE: All signatures are required before the request will be considered.