

# ASUO Senate Special Request Form

Group Name: VSA Phone Number: (503) 269-8022  
 OS Number: OS092I Applicant's Email: tiffany.l@uoregon.edu  
 Requested Hearing Date: \_\_\_\_\_ Is your Program Recognized by ASUO:  YES  NO  
 Amount Requested: 250 Is your Program Currently Fee Funded:  YES  NO

(Below Box for Controller's use only)

Type of Request:					
<input type="checkbox"/> Authorize Spending within Group		<input type="checkbox"/> Authorize Spending from Surplus			
<input checked="" type="checkbox"/> Release Food Holding		<input type="checkbox"/> Authorize Spending from Over-Realized			
<input type="checkbox"/> Create New Line Item					

FROM Name of Activity	Current Balance in FROM Activity	TO Name of Activity	Current Balance in TO Activity	Current Balance in G, E, N, & U (Fundraising)
FH for fall events	250			

Controller's verification of account balances (required): Melissa Lopez 10/21/09  
Signature and ASUO Seal Date

**A. If requesting for an EVENT answer the following questions:**

1. Name of event: VSA Fall Reception
2. Date and time of event: Nov 12th 6pm Expected Attendance: 50
3. Is this event open to all of the Student Body?  Yes  No
4. Are you charging for the event?  Yes  No
5. Is this event a fundraiser?  Yes  No
6. Are you requesting FOOD HOLDING for this event?  Yes  No

If Yes, please answer the following (typed and on a separate piece of paper): China Blue

- a. List the exact items to be purchased along with expected amount Beef Broccoli, Vegetarian Tofu
- b. How is food an integral part of the cultural development of your event? Sizzling Happy Family

7. What advertising will you be using? Posters we are providing dinner x \$250 as a part of our dinner event. Providing evening Oriental food similar to vietnamese food to help identify the vietnamese culture.

**B. If requesting an Authorization of Spending within Group or from Surplus, please type and answer the following questions on a separate piece of paper:**

1. What will this money be used for? (please attach a complete dollar itemization of all money being requested)
2. What will it mean to your program if this request is denied?
3. What other funding options have you exhausted, and what were the results?
4. Explain how this request will enhance the cultural and physical development of students at the University of Oregon, and how the request will benefit your members.

\*Please make note: According to Senate Rule 11.2, requests less than \$1000 must be submitted at least 3 school days prior to the Senate meeting at which the request will be heard. Requests of or over \$1,000 must be submitted at least 5 school days prior.

Tiffany Le Tiffany Le \_\_\_\_\_ 11/06/2009  
Print Name of Group Member      Signature of Group Member      Title      Date

Received by (Senator): [Signature] \_\_\_\_\_ 11/6/09 4:31pm  
Name      Date      Time