

John Burroughs High School

ASB Club Charter 2020-2021

Name of Club:	Date Submitted:
Club Advisor:	
Signature of Advisor:	
Name of student(s) seeking charter:	
Purpose of club:	
Approximate number of members:	
Regular meeting time and place:	
How will officers be chosen?	
Proposed activities and projects:	
Will dues be collected? If yes, what will be the approximate amount?	
How will dues and money raised be used?	
<div style="border: 1px solid black; display: inline-block; padding: 2px;">For ASB use only</div>	
Approved by:	
ASB President:	Date:
AP – Activities:	Date:
Principal:	Date:

<div style="border: 1px solid black; display: inline-block; padding: 2px;">For official use only</div>	STUDENT BODY ACCOUNTS REQUEST FOR ACCOUNT NAME AND NUMBER Date: _____
Accounting Department Business Division	
Please establish the following account (s):	For the following reasons:
_____	_____
_____	_____
Principal's Signature _____	School _____
Approved: _____	
Business Division	
Finance Clerk: This request should precede or accompany the first document submitted with an account which does not appear on chart of accounts. Prepare original and one copy and forward to Accounting Department. When approved the duplicate will be returned with account number designated thereon.	