

*John Burroughs High School
ASB Club Charter*

Name of club: _____ Date Submitted: _____

Club 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? _____

Date Approved: _____

Principal: _____

Assistant Principal - Activities: _____

ASB President: _____

<div style="border: 1px solid black; padding: 2px; font-size: small;">For official use only</div>	STUDENT BODY ACCOUNTS REQUEST FOR ACCOUNT NAME AND NUMBER
	Date: _____
Accounting Department Business Division	
Please establish the following account (e):	For the following reasons:
1. _____	_____
2. _____	_____
3. _____	_____
Principal's Signature _____	School _____
Approved: _____	
<i>Business Division</i>	
<i>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.</i>	