Club Spending Log

Semester: Fall / Spring

Year_____

Club Name_____ **Date Submitted**_____

How much club funding were you allocated last semester? $_____

Please provide a detailed log of expenses incurred last semester or year to date if applying for funding. Please include copies of receipts. You may also submit your own spending log if you track it in another format.

Date	Vendor	Description	Amount	Balance
8/22/18	**EXAMPLE**	Beginning Balance		100.00
9/1/18	Walmart	Candy for Homecoming Parade	15.88	84.12

Reminder: tier two and tier three clubs may not use more than 50% of Student Life funding for refreshments/meals

End of Semester (or year to date) Club Balance $_____

Amount spent on refreshments/meals $_____

Club Advisor _____ **Club President**_____