# Budget Modification Request Form

**Organization** __________________________________________ Date __________________________

**Advisor’s Name** _______________________________________

**President’s Name** ________________________________ **Phone** ________________________

**Treasurer’s Name** ________________________________ **Phone** ________________________

### Request to transfer funds from:

<table>
<thead>
<tr>
<th>Amount Originally Allocated in Budget</th>
<th>Activity/Event/Purchase</th>
<th>Decreased Amount</th>
<th>Amount Approved</th>
</tr>
</thead>
<tbody>
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</tbody>
</table>

### Request to transfer funds to:

<table>
<thead>
<tr>
<th>Amount originally Allocated in Budget</th>
<th>Activity/Event/Purchase</th>
<th>Increased Amount</th>
<th>Amount Approved</th>
</tr>
</thead>
<tbody>
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</tbody>
</table>

### Why are you requesting to transfer allocated funds? Was this included in your budget? If NO, why not?

__________________________

**Signature of Club President** Date __________________**Signature of Adviser** Date __________________

Submitted to Allocations Committee: __________________

Allocations recommendation: __________________

SGA Vote Results (Yay/Nay): __________________

__________________________

Signature – Allocations Chairperson  Signature – Student Government President