

**Area Funds Form**

Date: \_\_\_\_\_

Name of Person requesting funds \_\_\_\_\_

Area:

- Brass/Percussion
- Jazz
- Keyboard
- Strings
- Woodwinds
- Voice

Amount Requested \_\_\_\_\_

Item and/or Activity:

1. Activity

- a. If funding is for a guest artist; reminder you must submit the vendor form and include all of your funding sources (a copy of this form can be included as a funding source).

2. Item

- a. If funds are for goods, then a quote from the vendor must be attached to this form when submitted.
- b. Vendor Name: \_\_\_\_\_

Area Faculty Consulted

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Approval by Area Coordinator \_\_\_\_\_

Approval by Departmental Chair \_\_\_\_\_