STUDENT ACTIVITIES FUND OFFICE

FINANCIAL INFORMATION REQUEST FORM

Requester’s Information

President or Treasurer Name: __________________________________________________

Email: __________________________________________________________________

Phone: __________________________________________________________________

Please allow up to two business days to process requests. An email notification will be sent when ready for pick-up.

○ Financial Statement/General Ledger Request
  Comments: ________________________________________________________________
  _________________________________________________________________________
  _________________________________________________________________________

○ Financial Inquiry (Please include as many details as possible. I.e. check date, payee)
  Comments: ________________________________________________________________
  _________________________________________________________________________
  _________________________________________________________________________
  _________________________________________________________________________

○ Other:
  Comments: ________________________________________________________________
  _________________________________________________________________________
  _________________________________________________________________________
  _________________________________________________________________________

Print name of Authorized Advisor, Treasurer or President

Signature of Authorized Advisor, Treasurer or President

Mailing Address: P.O. Box 958, Chapel Hill, NC 27599 · (919) 929-1159 · SAFO@unc.edu

Physical Address: 3505 FPG Student Union, Chapel Hill, NC 27599

(Revised 02/19/16)