**SPORT CLUB ADVISORY COUNCIL**

**TOURNAMENT REQUEST FORM**

(Please type)

SPORT CLUB: ___________________________ ACADEMIC YEAR: __________

**This form should only be used to request funding for special tournaments. If your Sport Club **ONLY** participates in tournaments, and you have already been allocated a base budget for this academic year, you should only complete this form if you are requesting funding for a special, non-regular-season tournament (e.g. regionals or nationals). Sport Clubs that play games during the regular season should use this form for **ALL** tournament requests.**

Does your Sport Club play games during the season? (Check one) □YES □NO

**Section 1: Tournament Fees:** (Please provide a thorough breakdown of team costs for the tournament; do not list individual student costs. If requesting hotels or transportation agencies, please attach 3 bids.)

<table>
<thead>
<tr>
<th>ENTRANCE FEES:</th>
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<tbody>
<tr>
<td>Other</td>
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<td>TOTAL REQUESTED FEES</td>
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</table>

**Section 2: Other Information:**

What is the name of the tournament? ____________________________

Where/When is the tournament being held? ____________________________

How many students will be going? ____________________________

How will you be getting there? ____________________________

Will you be staying in a hotel? ____________________________

Did you participate in this tournament last year? □YES □NO

If “YES”, was the tournament funded by SFB/SCAC? □YES □NO

If “NO”, please explain why it is important that you compete at this tournament: ____________________________

___________________________________________________

___________________________________________________

Is there anything else the SCAC should know? ____________________________

___________________________________________________

___________________________________________________

*Only Deborah Simpson can bring the student rosters to the registrar to have them validated. To make this process easier, have each member of the team print out from PAWS his or her Student ID and the number of credits currently being taken. Please allow three to five days for these to be processed.*

This form must be completed correctly and entirely in order to for your Sport Club team to be considered for funding. Forms filled out incorrectly will not be accepted. This form must be printed and a hard copy must be placed in the Sport Club Advisory Council Secretary's mailbox at least one week prior to the meeting at which you want the request for funding considered.

**PLEASE NOTE: COMPLETION OF THIS FORM DOES NOT GUARANTEE SCAC FUNDING!!!!!!**