Funding Funding For the Students, by the Students 2016-17	Reques	st Form	Event Flyer w/ A.S.I. Logo CSI Event Reg. Form Estimates / Food Permits
Contact		Organization	Event Estimates / Invoices
Officer Name:		Club/Organization: LASABA	
Officer Title:		Event Title: Meet and Greet	
Address:		Date(s) of Event: 8/28/17 Quarter: Spaing Spring	
City/State/Zip:		Location of Event: U-SU Los Angeles	• • • •
Phone & Email:	m	Expected Total Attendance: 60	
Officer Signature:	u	Expected Attendance of Cal State L	A.Students: 60
		nd Total Cost Breakdown	
Briefly describe the event:		Is the event open to all Cal State LA students?	
_Allows new members to join discussion of future events.		How will this program enhance the Cal State LA experience?:	
and help undergraduates and graduate connections to increase camaraderie. Food and drink provided during the event.		This meeting will allow new members to join the organization which in turn will increase their resources regarding Applied Behavior Analysis	
Hospitality		Honoraria/Contracts	
Description	I Amount	Description	
Costco Pizza (8)	\$80.00	Text	, milean
Water bottles - 24/case (2)	\$5.00		-
Soda - 12/case (4)	\$22.00		
Cookie/brownie tray (1)	\$30.00		
Marketing		Other	
Description	Amount	Description	Amount
Event Summary		For Office Use Only • D	o Not Write Below
Total Cost of Event:	\$137.90	Important: (1) All Funding Request Forms must be turned in by 12 PM Monday, the week of the Finance Committee Meetings. (2) Additionally, funding request forms must be turned in no less	
Amount Requested from A.S.i.:	\$137.00		
Amount from other sources:		than10 business days (2 weeks) prior to the event.	
What other resources are you employing	for this event?	(3) Deadline for Request for Paymen 15 days after the event.	t or Purchase Order (RPP) is
	74	All forms must have a Time Stamstaff initial:	p and 20×1.2:32:45

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FALL 2017

MEET & GRET

Join us in celebrating the beginning of the fall semester with new and current students

Monday, August 28th, 2017

5pm-7pm

LOS ANGELES ROOM BC – 308

Third Floor Student Union Bldg.

The actions and opinion of this organization do no necessarily reflect those of the students, staff, or administration of California State University, Los Angeles



purchase Special Event Insurance for a particular event, please contact CSI.

STUDENT ORGANIZATION EVENT REGISTRATION FORM



This form must be completed 10 working days prior to the event date. Reservations for on campus events will not be confirmed unless this form has been completed. No publicity may be distributed or posted on websites until this form has been submitted for off campus events or until the reservation confirmation process has been completed for on campus events. Signatures must be completed in blue or black ink.

NAME OF ORGANIZATION: ASAGA DATE: 3 20 7				
EVENT CONTACT NAME: AND ELL NCOM				
NAME OF EVENT: MULTIANIA GIRLET COMPANY LOCATION: 108 ALGELES LOCATION				
EVENT DATE: 6 28 BEGIN TIME: 500 END TIME: 700 ESTIMATED ATTENDANCE: 60				
YPE OF ACTIVITY (THE UNIVERSITY'S GENERAL RELEASE WILL BE REQUIRED FOR CERTAIN EVENTS.)				
FUNDRAISER DEDUCATIONAL PROGRAM SPIRITUAL PROGRAM RECREATIONAL PROGRAM				
□ DANCE/PARTY □ SOCIAL PROGRAM □ COMMUNITY SERVICE □ CONFERENCE/CONVENTION □ COMMUNITY SERVICE □ CONFERENCE/CONVENTION				
VILL YOUR EVENT INCLUDE ANY OF THE FOLLOWING? (PLEASE CHECK ALL THAT APPLY)				
SPORTS ACTIVITY OR TOURNAMENT FOREST CLEAN-UP INTERNATIONAL TRAVEL				
☐ INDOOR/OUTDOOR COOKING ☐ DOMESTIC TRAVEL☐ BEACH BONFIRE				
LEASE DESCRIBE THE EVENT BELOW (INCLUDE ALL ACTIVITIES):				
WE NO nation of metand, about whith the convent and				
potential member of configrance mand the breaker games				
will be played into about CARABA will be presented including				
DUN MASSIER and hature everts PLZZO and representing				
VHO IS INVITED CULTURE AND THAT AREA OF THE PARTY OF THE				
VHO IS INVITED (CHECK ALL THAT APPLY): STUDENT ORG. MEMBERS CAL STATE L.A. COMMUNITY OTHER COLLEGES & UNIV. GENERAL PUBLIC GUEST LIST.				
Events intended for the general Cal State L.A. campus will be listed in the Student Organization Calendar of Events distributed in a bi-weekly email by the Center for Student Involvement. NO, I DO NOT WISH FOR MY EVENT TO BE POSTED.				
VILL THE EVENT HAVE AN ADMISSION CHARGE, REGISTRATION FEE, OR DONATION?				
If yes, please complete statement regarding cash transactions on the back of this form) NO YES, HOW MUCH?				
VILL A MOVIE BE SHOWN? YES (If yes, please attach written proof of viewing rights.)				
VILL THE EVENT HAVE SECURITY? NO YES If yes, please explain				
WILL FOOD BE SERVED AT THE EVENT? NO X YES				
IF YES, WHO WILL PROVIDE THE FOOD? UNIVERSITY CATERING OTHER: OTHER: WOLLSAIC				
A completed food permit is required for all on-campus events with food unless the food is provided by University Catering.				
VILL ALCOHOL BE PRESENT AT THE EVENT? NO YES. Please attach a completed request to serve alcoholic beverages.				
(This form may take up to two weeks for review and possible approval.)				
WILL THE EVENT BE HELD IN A RESTAURANT/VENUE WHERE ALCOHOL IS AVAILABLE? NO YES Initials				
If so, please affirm organization members and guests will not consume alcohol.				
WILL OFF-CAMPUS MEDIA BE NOTIFIED ABOUT THE EVENT (NEWSPAPER, TV, RADIO, ETC.)? NO YES				
OES THE STUDENT ORGANIZATION WANT TO PURCHASE SPECIAL EVENT INSURANCE FOR THIS EVENT? NO YES				
Please be aware that student organization events are not covered for liability or other insurance by California State University, Los Angeles or the University-Student Union, Student organization officers or the adviser may be held assurance by California State University, Los Angeles or				

the University-Student Union. Student organization officers or the advisor may be held personally liable. If the student organization would like to

CALIFORNIA STATE UNIVERSITY, LOS ANGELES TEMPORARY FOOD FACILITY PERMIT

Print Form

Clear Form

ا الله العامل	
Date of Event: 8 28 17	Estimated Attendance: 60
Name of Event: LASABA Meet and Greet	Localitated Attendance,
Type of Event: Meet and Greet	Location: LOS ANGLUS RODM
Sponsoring Organization: LASABA	- WS AIRGES POOM
Authorized Representative: Andrea Nell	Phone: (760) 703-7906 Fax:
Time:	rax.
5.00 pm 7.00 =	_ a.m./p.m. _ a.m./p.m.
Type of Food Service:	, «-ш., р.ш.
Bake Sale ✓ Snacks Food Sale Barbecue Potluck Other (describe Other:	Catering (Provide caterer's complete name and address in space above this box; see Paragraph 6.2(e) in Temporary Food Facility Guidelines for further instructions.)
Where will this food be prepared or purchased [Note no Home Bo 2207 W Commonwealth Ave, Alhambra, CA 91803	laked/Cooked Items are Allowed]? Costco Wholesale;
List all beverages to be sold/served: Pepsi products, water	er bottles
Where will beverages be prepared or purchased? Target; 108	361 Weyburn Ave. Los Angolos CA 00004
Agreement; For the privilege of selling foods and the l	ally hazardous food/s during transportation and service:
temporary Food Facility Guidelines governing food sales or servi and/or beverage selling/serving privileges and possibly disciplinar	ry action.
Insurance: (Student Organizations Only) As a prerequisite, the Sp coverage from the Associated Students, Inc. (ASI) at least two wee Student Organization's activity in its insurance policy. This Temporoof of ASI insurance.	ponsoring Student Organization agrees to obtain proper insurance teks prior to the event date and ASI agrees to include the Sponsoring porary Food Permit will not be approved unless accompanied by a
No liability will be assumed by California State University, Los Services for any food or beverage the sponsoring organization pubmitted at least 10 days prior to the activity for proper reviews any event date.	nd approvals; otherwise there is no guarantee of completion by the
All signatures shall be obtained in the following order. Student	organizations need <u>all</u> signatures; other organizations 1 , 3 and 4 only.
. Signature of Sponsoring Organization Chairperson	Andrea Nell
un mahymous	Authorized Representative to be present at event
Center for Student Involvement (UU 204) (Student Organizations	5 (Mah) 3115/17
Ames Moras	Date Date
University Auxiliary Services, Inc. (Golden Eagle Bldg 314)	3/15/17
	Date,
Environmental Health & Safety (Corporate Yard Bldg. 244)	17-345 3/20/17
Corporate Tara Diag. 244)	Permit No. Date

Following items are priced from Costco:



\$29.99
David's Cookies Brownie and Cookie Combo Pack











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