A S S O C I A T E D	STUDENTS, INC.				
FUNDING RE	QUEST FORM				
PART 1 - NOT	CE & CHECKLIST				
2. Funding Request Packets must be turned	mitted by 12 PM Friday, the week before the Funding Sub-Committee Meetings. I in no less than 5 business days (1 week) prior to the event. chase Order (RPP) is 15 days after the event.				
CSI EVENT REGISTRATION FORM	D) EVENT FLYER WITH ASI LOGO REQUIRED SUPPORTING MATER BASED ON PURCHASES/EVENT				
PART 2 - CONTAG	T & ORGANIZATION				
officer name: CLUB/ORG: Sigma Alpha Epsilon					
OFFICER TITLE:	EVENT TITLE: Sigma Alpha Epsilon Tabling				
ADDRESS:	date(s) of event: 10/31/22 - 11/3/22 semester: FALL				
CITY: STATE: ZIP:	EVENT LOCATION: CSULA Main Walkway				
PHONE: EMAIL:	TOTAL ATTENDANCE: 7				
SIGNATURE:	EXPECTED CAL STATE LA STUDENTS ATTENDANCE: 7				
PART 3 - EVE	NT DESCRIPTION				
IS THE EVENT OPEN TO ALL CAL STATE LA STUDENTS? 🖌 YES 🗌 NO	HOW WILL THIS PROGRAM ENHANCE THE CAL STATE LA EXPERIEN	ICE?			
BRIEFLY DESCRIBE THE EVENT:	It will function as entertainment for students who				
Sigma Alpha Epsilon will be holding an event that	have just come out of midterms and exams. This wi	i11			
focuses on entertainment for the students. This will be	function as a stress reducer at the same time and				
going on as we showcase the fraternities rich history.	encourage cultural diversity.				
<b>PART 4 -</b> CO	ST BREAKDOWN				
DESCRIPTION: AMOUNT:	DESCRIPTION: AMOUNT:				
2	Band for 2 hours(\$550 the hour) \$1,100				
DESCRIPTION: AMOUNT:	DESCRIPTION: AMOUNT:				
Speaker \$250	Canopy \$200				
	Wagon \$50				
M					
-					
PART 5 - EVENT SUMMARY					
total cost of the event \$1600	OFFICE USE ONLY				
total requested from asi \$1600	STAFF INITIALS				
AMOUNT FROM OTHER SOURCES \$0 TIME STAMP:					
WHAT OTHER RESOURCES ARE YOU EMPLOYING FOR THIS EVENT:					
		None.			
None.					
None.					



#### **Event Registration**

#### Sigma Alpha Epsilon Tabling Event

Submitted By:

06:19 PM

#### **Basic Information**

Student organizations must complete and submit this form at least 10 business days prior to the event/meeting date. Reservations for on-campus events/meetings will not be confirmed unless this form has been completed.

#### Please select the type of organization who will be hosting this event.

Student Organization

#### Host Organization Name

What Organization/Department is hosting the event? Sigma Alpha Epsilon

#### **Event Name**

Sigma Alpha Epsilon Tabling Event

#### Estimated Attendance

Please describe the estimated attendance of participants for this event. 7

#### About the event

Please describe what this event is about and include all intended activities that will take place.

The Fraternity Sigma Alpha Epsilon will be tabling to demonstrate its rich history as a nationwide fraternity and its history in CSULA. During the event, we will be engaging with students to talk about the such history and have and have a recruitment process if any student would like to be interested in the fraternity.

#### Time & Location

Events/meetings that repeat or occur on non-consecutive dates will need to be registered separately per each date, (e.g. if you plan on having a meeting on multiple days in the month). For more information on how to repeat registered events check out this Presence guide

Start Date/Time 10/31/2022 - 9:00 AM

#### End Date/Time

10/31/2022 - 4:30 PM

#### What format will this event/meeting use?

Hybrid events and meetings are defined as a mixture of in-person events/meetings with a virtual component usually running simultaneously and with overlapping content and interactive elements. In-Person

Do participants need to RSVP?

No

#### **On Campus Locations**

Campus Walkway Spaces (Book Store/King Hall/Library North &South/ Main/ Salazar)

#### Where will your in-person event/meeting take place?

On-Campus

#### Event/Meeting Virtual Link and/or In-Person Location

For virtual event/meetings, please enter the link where attendees can access the event/meeting.

For in-person on-campus events/meetings please add the room information where you'll be hosting.

For in-person off-campus events/meetings please add the full address of the venue.

For hybrid events/meetings please enter both the link and the in-person location. MAIN WALKWAY

#### Student Organization Officer and Advisor Contact Information

Only current organization officers can submit the Event Registration Form. Submitted forms will require Advisor approval prior to CSI approval.

#### **Contact Person**

Please provide the name of the officer submitting this form.

Officer Contact Phone Number

**Contact Email** 

#### Organization Advisor Email



student organization advisor.

dress.

#### Marketing

No publicity may be distributed or posted online until this form has been submitted and approved. All publicity material must comply with University Administrative Procedures AP P003 and AP P007. For Fall 2020 only electronic or virtual forms of marketing will be approved for student organizations.

#### How do you plan on marketing this event?

Social Media

#### Social Media Site

Instagram

#### Social Media Handle

sae\_csula

#### Marketing Media Upload\*

If you plan on marketing this event with media, please upload a copy for review. 868eb5dc-78f5-4db4-8672-456d3775e85d.png

#### Who is invited to this event?

General Public

#### Will off-campus media be notified about this event?

No

Tags

RECREATION SOCIAL

#### Cover Image

Please select an image that corresponds to your event.



**Event Details** 

#### **Event Category**

Please select any of the categories above that best describes your event. Note, for Fall 2022 organization meetings and tabling must also be registered. Tabling

#### **Planned Activities**

Will your event have any of the following activities? The University's General Release will be required for certain activities. Not Applicable

#### Will the event have security?

No

#### Will food be served at the event?

Food may be served at indoor and outdoor events, so long as the appropriate approval is received via the Temporary Food Permit. No

#### Will the event have an admission charge, registration? fee, or raise any proceeds to benefit the organization

No

#### Will you be requesting funding from Associated Students, Incorporated?

For more information on Club and Organization Funding please visit: https://asicalstatela.org/services/clubs-and-organizations-funding No

## For this event, will your organization be seeking tax deductible private external fund raising support?

Are you seeking sponsorship from private individuals or external companies/organizations off campus that may require additional tax documentation? (Individual donations that do not require tax documentation do not count.)

#### Will a movie be shown at this event?

Student organizations must purchase the viewing rights or obtain permission from the owner of the movie in order to show movies at student organization events. No

#### Acknowledgment

Hybrid Event/Meeting Check-in Data Collection and Contact Tracing

Student organizations are **required to check-in** all Cal State LA student attendees at on-campus hybrid events/meetings held indoors via the Presence Checkpoint app at the event. This is mandatory for all student organizations hosting events/meetings in-person or with in-person components. For more information on how to use this feature and meet this requirement, students should refer to the Presence Guide to Event Check-in.

Guests (anyone other than a Cal State LA Student) at indoor hybrid events/meetings cannot check-in through the Presence Checkpoint app and are required to check-in through the Cal State LA Student organization Event Guest Check-in Form. Guests must successfully complete the COVID19 Health Self-Screening prior to entering an event. Participant and/ or guests data collection for outdoor events is not required for attendees but is required for student event coordinators (including students who table for the organization and who will be present throughout the duration of the outdoor event/meeting) through the Presence Checkpoint app.

Attendance recordkeeping must be updated within 24 hours of the conclusion of the meeting or event.

## Failure to check-in all event/meeting attendees can result in the student organization's revocation in their ability to host events and can ultimately affect their student organization recognition and the benefits associated with that status.

AS AN OFFICER OF THIS ORGANIZATION, I WILL TAKE RESPONSIBILITY TO ENSURE THAT THE EVENT WHICH MY ORGANIZATION IS SPONSORING WILL FOLLOW ALL GUIDELINES SET FORTH BY THE UNIVERSITY. I ACKNOWLEDGE THAT THIS EVENT AND ANY ASSOCIATED EVENT SPACE RESERVATIONS MAY BE SUBJECT TO CANCELLATION BASED ON MY ORGANIZATION'S RECOGNITION STATUS.

#### Signature Pad Field

Stenon Lovera

#### Event Guidelines & Resources

Student Organization Event Guidellines

#### 2022- 2023 Event Registration Procedures

The following guidelines are provided for the benefit of the student organization. They are intended to be followed completely. Failure to comply with any of the following guidelines may result in disciplinary action taken against the organization including suspension of recognition, events and use of facilities. More information can be found online in the Student Organization Handbook.

In compliance with University and local City and County of Los Angeles guidelines, Cal State LA student organization events and meetings for Fall and Spring Semesters 2022-2023 <u>can be held in virtual, in-person, or hybrid modes</u>. This applies to the following types of previously held events and activities including but not limited to:

- Meetings
- Tabling
- Social events
- Recruitment events
- New membership intake events and processes
- Information tabling or organizational promotions
- Community service or philanthropic events
- Organization meetings (both officer meetings and general body meetings)
- Workshops, trainings, and speaker events
- Conference, conventions, and retreats (virtual only)

These event restrictions will be revisited prior to the end of fall semester and will be adjusted as needed based on updated University, state, city, and county regulations.

Failure to comply with these student organization procedures and requirements could ultimately result in your organization's loss of University recognition and the benefits associated with that status for the remainder of the 2022-2023 Academic Year to be reviewed for Fall 2023. Furthermore, confirmed student organization procedure violations, including but not limited to event registration, may ultimately lead to individual student conduct proceedings.

**Conduct:** The organization assumes full responsibility for the conduct of participants at the event. Any violation of University policy may subject the participants and/or the organization to disciplinary action by the Center for Student Involvement or the Office of the Dean of Students.

General Release Waiver Forms: If your event will require the use of general release waivers prior to organization member and guest

<b>O</b> F	Pickup tomorrow, after 11am		<u>Change</u>	Continue to checkout		
<b>H</b>	ong Beach Supercenter - We'll hold your order for 4 days.			Items in your cart have Check out now for extr		
	Want to skip a trip to the store? Rollback Ozark Trail Folding Multipurpose Camp Wagon Cart,	₩ <u>Sni</u>	<u>p instead</u>	Subtotal (1 item) Savings	<del>\$65.00</del> <b>-\$15.12</b> \$49.88	
Black Actual Color: Black \$49.88/ea	YOU	\$65.00 SAVE \$15.12	Taxes	Calculated at checkout		
	Remove	Save for later	1 +	Estimated total	\$49.88	

## Cart

#### \$119.99 subtotal • 1 item

### Order summary

					Not eligible for gift me	essage (i)
	Feet Foldable Collapsible Durable Beach Wagon with Oversized Be	<ul> <li>2-day shipping Get it by Thu, Oct 20 when you order by 12:00pm tomorrow</li> <li>Order Pickup not available at LA Central <u>Change</u></li> </ul>	<b>\$119.99</b> Reg \$150.99 Sale	×	Promo code Subtotal (1 item) Delivery Estimated tax Delivery & tax for 90033	<u>Add</u> \$119.99 Free \$11.40
Qty 1 🗸 Save for	rlater				Total	\$131.39
					Pay as low as \$13/m     With Affirm	o. (j

Buy it again

Select FREE Amazon Day Delivery to receive orders in fewer boxes on a single day.

#### Delivery date: Oct. 19, 2022 If you order in the next 3 hours (Details)

Items shipped from Amazon.com



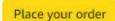
VIVOSUN Heavy Duty Collapsible Folding Wagon Utility Outdoor Camping Garden Cart with Universal Wheels & Adjustable Handle, Black \$119.99 \screw prime & FREE Returns

Qty: 1 V Sold by: VIVOSUN

Add gift options

Item arrives in packaging that shows what's inside. To hide it, choose Ship in Amazon packaging.

Ship in Amazon packaging



#### Order total: \$131.39

By placing your order, you agree to Amazon's privacy notice and conditions of use.

Choose your Prime delivery option:

FREE Amazon Day Delivery

deliveries. Change delivery day

Get your orders together in fewer boxes and

Wednesday, Oct. 19

O Tuesday, Oct. 25

FREE Prime Delivery

#### Place your order

By placing your order, you agree to Amazon's privacy notice and conditions of use.

#### **Order Summary**

Items:	\$119.99
Shipping & handling:	\$0.00
Total before tax:	\$119.99
Estimated tax to be collected:	\$11.40

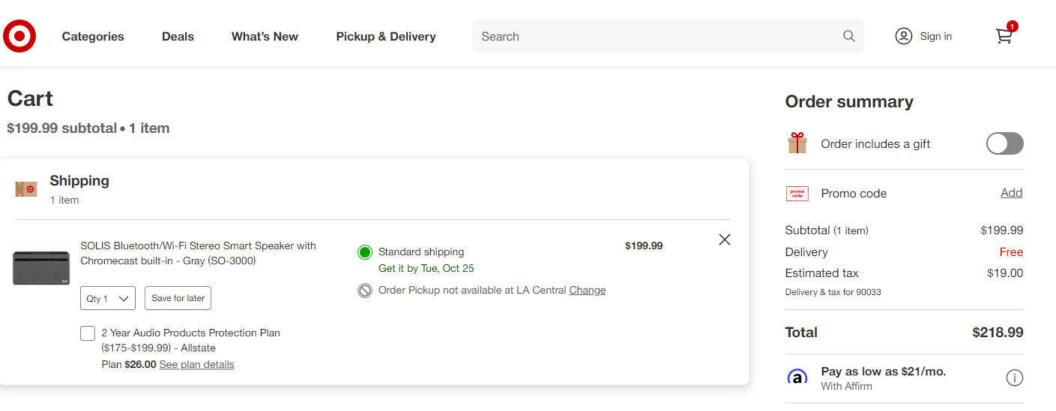
#### Order total:

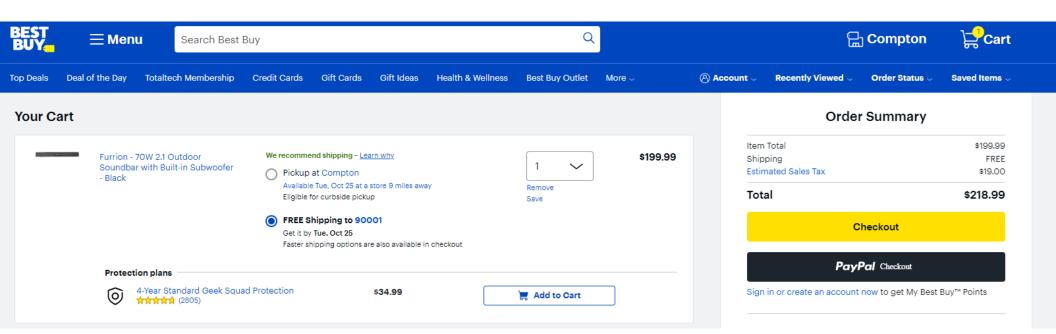
## \$131.39

Pay **\$21.90/month for 6 months**, interest-free with your Amazon Prime Rewards Visa Card.

#### How are shipping costs calculated?

Prime shipping benefits have been applied to your order.





#### Billing address: Same as shipping address.

#### Add a gift card or promotion code or voucher

Enter code

Apply

Apply Amazon Rewards Visa Signature Card Points \$51.48 (5,148 points) available

#### **Review items and shipping**

Select FREE Amazon Day Delivery to receive orders in fewer boxes on a single day.

#### Delivery date: Oct. 19, 2022 If you order in the next 2 hours and 16 minutes (Details)

Items shipped from Amazon.com



Place your order

ION Audio Block Rocker Plus -Portable Bluetooth Speaker 100W W/Battery, Karaoke Microphone, AM FM Radio, Wheels & Telescopic Handle and USB Charging \$159.00 </prime & FREE Returns </pre>

Add gift options

Item often ships in manufacturer's container to reduce packaging and reveals what's inside. If this is a gift, consider shipping to a different address.

### Choose your Prime delivery option: Wednesday, Oct. 19

- FREE Prime Delivery
- Tuesday, Oct. 25
   FREE Amazon Day Delivery
   Get your orders together in fewer boxes and deliveries. Change delivery day

#### Place your order

By placing your order, you agree to Amazon's privacy notice and conditions of use.

#### **Order Summary**

Items:	\$159.00
Shipping & handling:	\$0.00
Total before tax:	\$159.00
Estimated tax to be collected:	\$15.11

#### Order total:

\$174.11

#### Pay \$29.02/month for 6 months,

 interest-free with your Amazon Prime Rewards Visa Card.

#### How are shipping costs calculated?

Prime shipping benefits have been applied to your order.

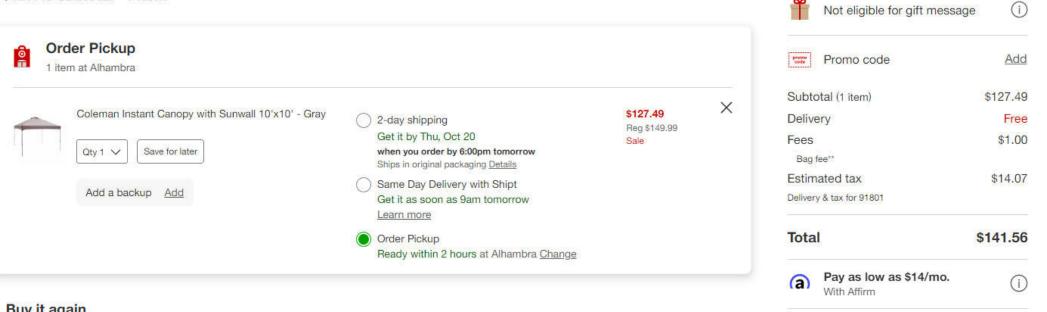
Order total: \$174.11

By placing your order, you agree to Amazon's privacy notice and conditions of use.

## Cart

#### \$127.49 subtotal • 1 item

#### **Order summary**



Home > Electronics & Media > Books, Movies, & Music > Other - Books, Movies, & Music > Banda La Mazatleca

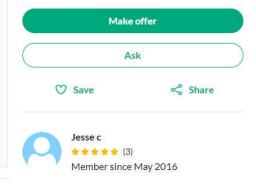


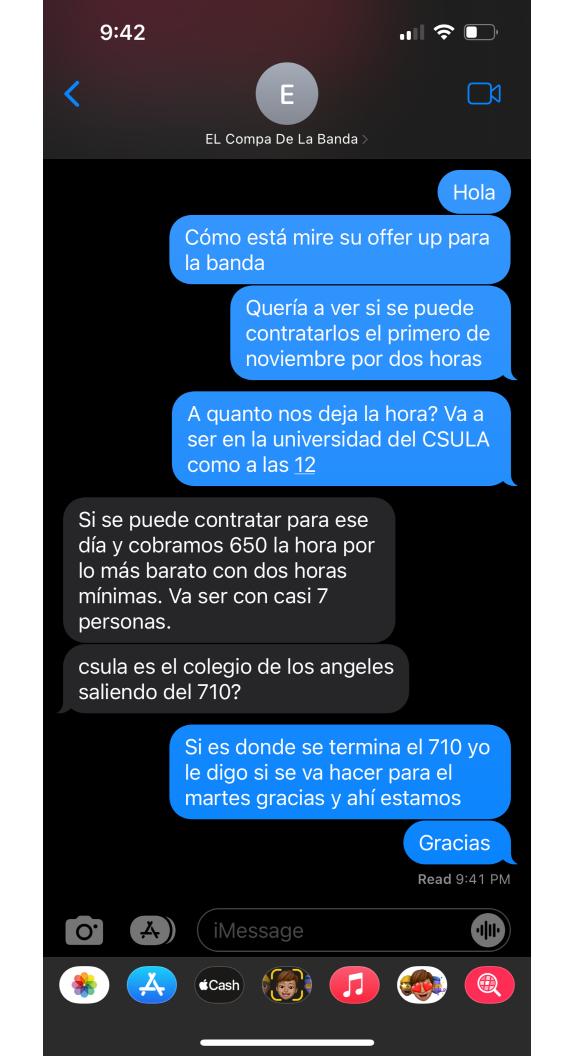
## Banda La Mazatleca **\$860**

Last updated 3 months ago in Bellflower, CA

Condition: Open Box (never used)

Electronics & Media - Books, Movies, & Music -Other - Books, Movies, & Music





Home > Toys, Games, & Hobbies > Outdoor toys & Games > BANDA 664 😡



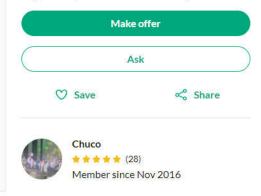


## 

Posted almost 3 years ago in Santa Ana, CA

Condition: Other (see description)

Toys, Games, & Hobbies - Outdoor toys & Games





## FALL 2022

# OCT31-NOV4



