	FUN					ST FOR	≀ M				
		PART	f 1 - NOTI	CE	& CHE	CKLIST					
	1. All Funding Request Packets must be submitted by 12 PM Friday, the week before the Funding Sub-Committee Meetings. 2. Funding Request Packets must be turned in no less than 5 business days (1 week) prior to the event. 3. Deadline for Request for Payment or Purchase Order (RPP) is 15 days after the event.										
√ c	SI EVENT REGISTRATION FORM	STIMATES /	INVOICES (NOT PAID))	✓ EVENT	FLYER WITH ASI LOGO		PPORTING MATERIAL RCHASES/EVENT			
	P.A	RT 2	- CONTAC	Т 8	k ORG	ANIZATION					
OFF	ICER NAME:			CLUB/ORG: School Psychology Student Association							
OFF	ICER TITLE:			EVENT TITLE: SPSA Ornament Making							
ADDRESS:				DA	DATE(S) OF EVENT: 12/7/23 SEMESTER: FALL						
CITY	STATE:	Z	IP:	EV	event location: KH B4012						
РНО	NE: EMAIL:			то	TOTAL ATTENDANCE: 35						
SIGN	IATURE:			EX	EXPECTED CAL STATE LA STUDENTS ATTENDANCE: 35						
		PART	r 3 - EVEN	Τ	DESCR	IPTION					
IS TH	IE EVENT OPEN TO ALL CAL STATE LA ST	UDENTS?	✓ YES NO	но	OW WILL TH	IIS PROGRAM ENHAN	CE THE CAL STATE	LA EXPERIENCE?			
	FLY DESCRIBE THE EVENT:			This event will enhance the relationship between the							
Par	ticipants will have access to vario	us crafti	ing supplies	Cal State LA community and those involved with School							
	nake ornaments and snow globes		C	Psychology. Attendees will build community and							
witl	h peers. Everyone will receive a si	nall holi	iday goody.		de-stress during this busy finals season.						
				11		<i>,</i>	illiais seasoii.				
		PAR	PT 4 - COS	TI	BREAK	DOWN					
	DESCRIPTION:		AMOUNT:	CONTRACTS	DESCRIPT	ION:		AMOUNT:			
ALITY				NTR							
PITAI				_							
HOSP				ORARIA							
-				HONOH							
 				=							
	DESCRIPTION:		AMOUNT:		DESCRIPT	ION:		AMOUNT:			
9	Ornament Making Supplies (see attache										
RKETIN	Goody Bag Supplies (see attache	d) \$381.58		THER							
MAR				-							
	PART 5 - E	/ENT S	SUMMARY								
TOTAL COST OF THE EVENT \$1,00		\$1,036	6.24			OFF	ICE USE OF	NLY			
TOTAL REQUESTED FROM ASI $\$1$,		\$1,036	36.24			STAFF INITIALS					
AMOUNT FROM OTHER SOURCES ()		0				TIME STAMP:					
WHAT OTHER RESOURCES ARE YOU EMPLOYING FOR THIS EVENT:											
N/A											





LA	STUDENT	LIFE

[APPROVED] **Event Registration** SPSA Ornament Making

Submitted By:

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? School Psychology Student Association

Event Name

SPSA Ornament Making

Estimated Attendance

Please describe the estimated attendance of participants for this event. 35

About the event

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

This event is to build community with others interested in school psychology through casual ornament making as we approach the holiday season. Participants will have access to ornament and snow globe making materials to craft with while socializing.

Time & Location

Submitting this form DOES NOT reserve the space. Please visit the resources at the bottom of this form to submit the appropriate reservation request.

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

12/07/2023 - 6:00 PM

End Date/Time

12/07/2023 - 8:00 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?

Yes

How can participants RSVP for this event?

Online

By email

RSVP Link

Requires http:// or https:// https://forms.gle/C9njgiUCjnNwuUAv6

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

On-Campus

On Campus Locations

Classroom Space

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. KH B4012

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

Provide the officer's email address.

Organization Advisor Email

Provide the advisor's Cal State LA email address.

Organization Advisor Name

Please provide the name of the student organization advisor. Your advisor must be listed in Presence on your roster as the advisor.

Marketing

No publicity may be distributed or posted online or in person until this form has been submitted and approved. All publicity material must comply with University Administrative Procedures AP P003 and AP P007.

How do you plan on marketing this event?

Social Media

Social Media Site

Instagram

Social Media Handle

spsacsula

Marketing Media Upload*

If you plan on marketing this event with media, please upload a copy for review. 5a3bc480-1c2a-4dad-ad04-21d7135e05c8.pdf

Who is invited to this event?

Student organization members

Will off-campus media be notified about this event?

No

Tags

Students can filter events by tags. You may choose multiple tags for a single event.

SOCIAL

Cover Image

Please select an image that corresponds to your event. This will be the image visible on Presence. It CAN be your event flyer, but does not have to be.

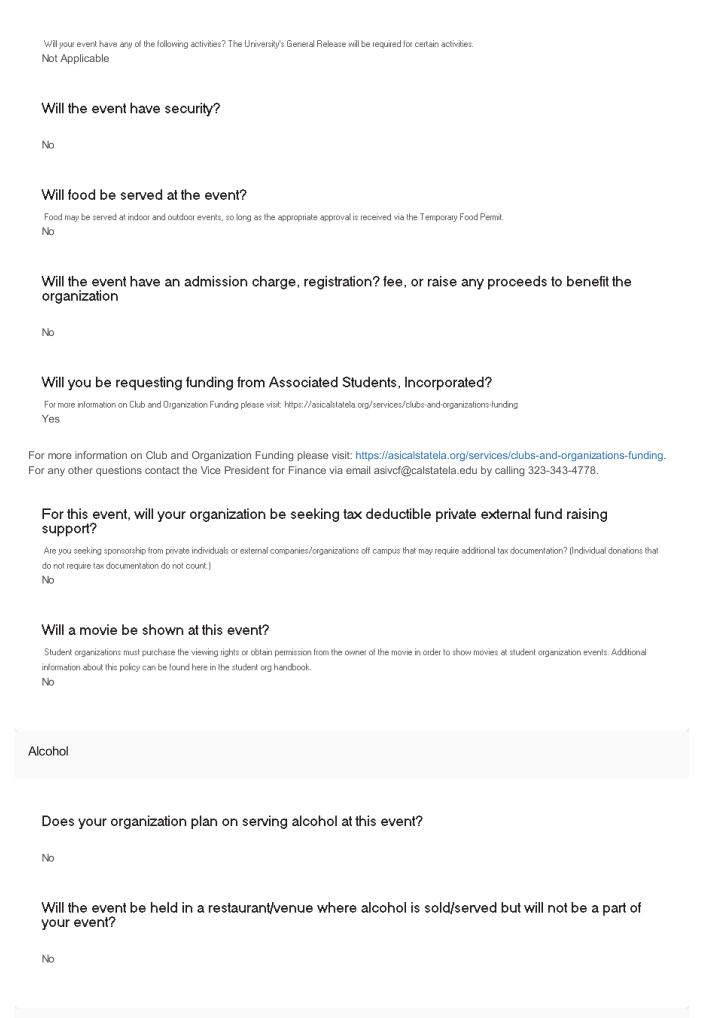


Event Details

Event Category

Please select any of the categories above that best describe your event. Note organization meetings and tabling must also be registered. Social Program

Planned Activities



As an officer of this organization, I will take responsibility to ensure that the event that 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.

I understand that submitting this form does not guarantee my event will be approved. I must reserve space with the appropriate venue, submitting this form does not reserve the space.

Signature Pad Field



Scroll up to submit this form.

Event Guidelines & Resources

Student Organization Event Guidellines

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 guidelines, Cal State LA student organization events and meetings <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:

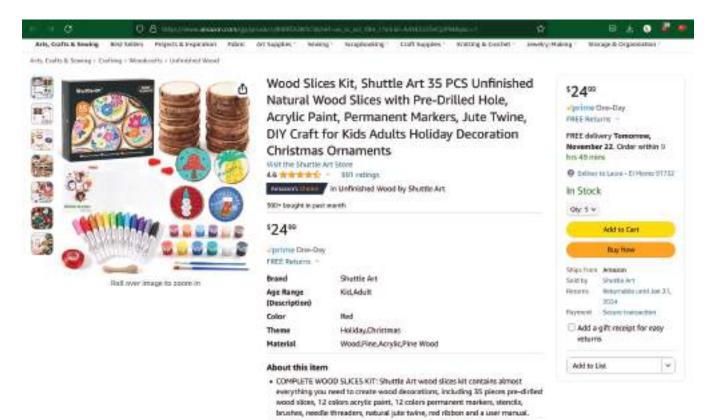
- Meetings
- Tabling
- Social events
- Recruitment events
- New membership intake events and processes
- Information tabling or organizational promotions
- Community service or philanthropic events
- Organization meetings (both officer meetings and general body meetings)
- Workshops, trainings, and speaker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

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. 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.

Ornament Making Event Cost Breakdown

Ornament Making Supplies						
Wood Slices Kit	\$137.45					
Hophine 12Pack Build a Snowman Kit	\$89.07					
The Treemendous Ornament Decorator	\$175.80					
Karsspor Large Christmas Snow Globe Kit	\$98.00					
Tudomro 200 Pcs Christmas Charms	\$57.18					
Nicpro 14 Colors Large Bulk Acrylic Paint Set	\$50.15					
Small Paint Brushes Bulk	\$9.89					
Hulameda 40pcs Art Paint Tray Palette	\$18.47					
120 Paint Pots with Lids	\$18.65					
Goody Bags						
Seajan 200 Pcs Christmas Candy Treat Bags	\$29.69					
24Pcs Christmas Rubber Ducks	\$15.43					
48 Pack A5 Spiral Notebook	\$59.53					
24 Pcs Christmas Mini Squishy Stress Balls	\$11.01					
Mental Health Stickers 100PCS	\$6.60					
122Pcs Psychology Stickers	\$11.01					
SPSA Stickers	\$173.51					
SPSA Buttons	\$74.80					
Total	\$1,036.24					







Red over image to poore in

Christmas Stocking Stuffers for Kids - Xmas Gift! Brand: Hophine 4.1 mm mm - Similar 2004 heaght in past ments. 12699 Prime Doe-Day FREE Returns. Get \$100 off instantly: Pay \$0.00 \$26.60 upon approval for the Prime Store Card. No. errord fee. Broad Hophine Age Range Syears+ (Description) Color White clay Elk Santa hat Red and blue stripes, red and white Christmas kids gift, christmas craft, holiday crafts for Theme kids,birthday,Party,Christmas activity Material

About this item

 Suited a snowman kit: Our snowman DIY lot comes with 12PCS white air-dry clay sets and 13BPCS snowman craft accessories IER style Ometmas hat, ned and white striped Ohristmas hat, red and priem Christmas hat, 3pcs Red

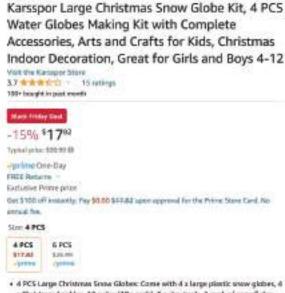




Hume & Chicken | Higher Disor Frankats | Higher Brica: Accords + Gray-Glober

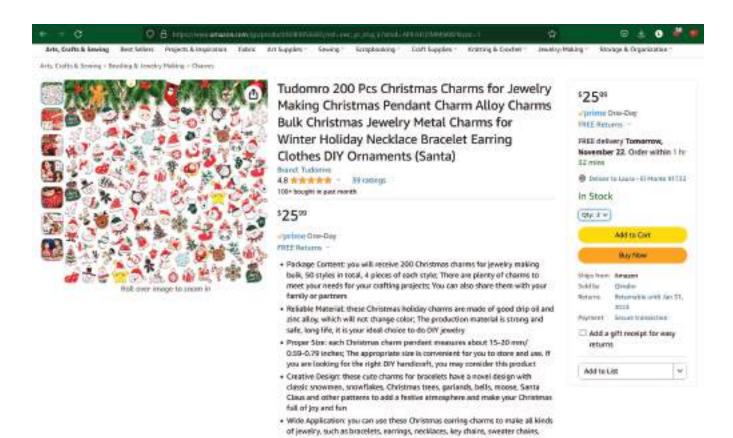


Ball over image to zoem to



- · 4 PCS Large Christmus Snow Glober: Come with 4 x large plantic snow glober, 4 a Christmas baubles, 12 x clay (10g sach), 3 s clay tools, 1 pack of seconflates, etc. Rids can create different Christmas scenes in Christmas snow globes, enjoy the fun of creation
- . 12 PCS Clay for DIY Christmax items: What is the different part of this snowball kit? Kids can add their personal style to each Onlabrus snow globe - use 12 PCS-clay in 7 colors to make cute Christmas items and construct different







Roll over image to paper in



















Nicpro 14 Colors Large Bulk Acrylic Paint Set (16.9 oz,500 ml) Rich Art Painting Supplies, Non Toxic for Multi Surface Canvas Wood Leather Fabric Stone Craft, for Kid & Adult with Color Wheel Brand Nicpos

45 * * * * * * 1,057 ratings

Arrason Chair In Art Paints by Nicpro

Typical prior: \$55:99 Details. Prime Price: \$45,59 - prime One-Day

FREE Returns . You Save \$10,40 (19%) Exchange Prime price:

Seve 5% on 2 select item(s). Shap Horrs

factore | Save 8% en 2 select item(s) promo code: FISKKAQJI

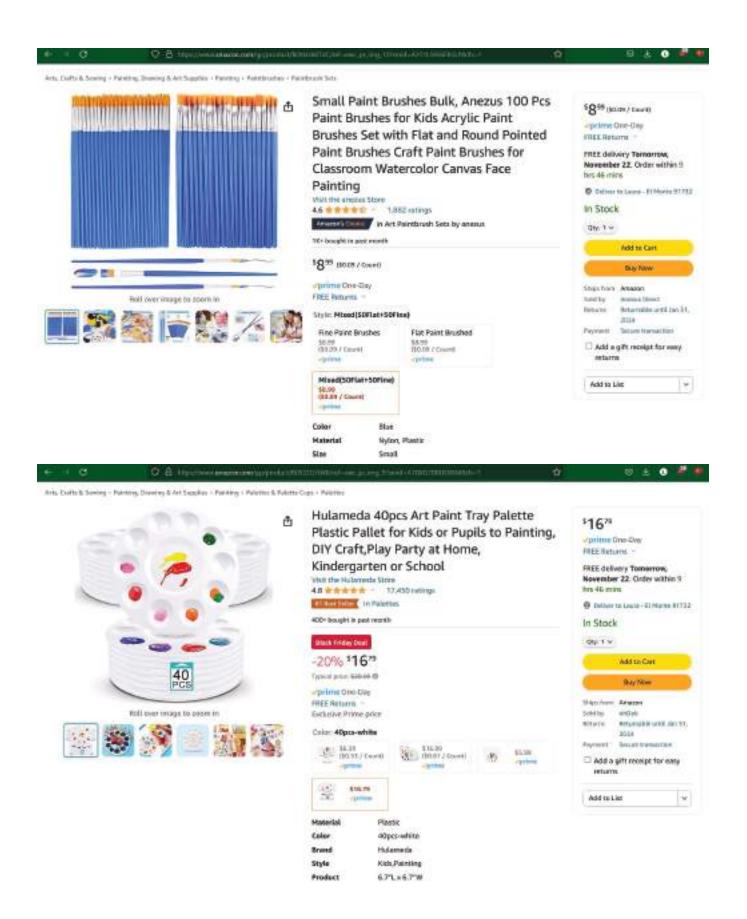
Color: 14 Colors 500ml.

Shop Herry

Brand Nicoro Color 14 Colory 500ml Firesh Type Shows. 2D Place Set Sine Item Volume 17.4 Centilibers Special Feature Non Toxic Heit Count 1 Crews



5 ± 0 # *







About this item

 Abundant Quantity: you will neceive 200 pieces Christmax drawstring bags in 10 patterns, 20 pieces for each color; The bags have been carefully designed, saitable for the Christmas holiday thems, can create a festive atmosphere and



Rolf over linage to page in

24Pcs Christmas Rubber Ducks, Mini Christmas Ducks Bath Toys Assorted Duckies (2") for Kids, Christmas Party Favors, Christmas Stocking Stuffers, Xmas Gifts

Brand: Hatench 4.8 A A A A A A - Scotings

Stack Priday Treat

-30% *13°°

Los Press Street di

Junime Too-Day

Exclusive Prime price

Get \$100 off instantly: Pay \$0.00 \$12.99 upon approval for the Prime Store Card. No. arimal fee.

Edition: Christmas Rubber Ducks

Christmas Rubber Dudo

Halloween Rubber Ducks

- . [Rubber Ducks in Bulk] Our Christmas Toys For Toddlers Cornes With 24 Ovisionas Themed Rubber Duckies With A Variety Of Ovisionas Characters. 12 Styles, 2 Pieces Each Style.
- · [Baby Shower Favors] Our Otristmas Bath Toys are Bright in Color, Smooth, Rich Style, Making The Children's Senses More Keen. Squeezing The Duck with Hands Will Make a Squark, Good Christmas Games and Sensory Exploration, These Toys also Exercise Children's Sports Skills and Coordination of Manch and East Lat Children Div. Botton in The Mater





Cover Material



Boll over image to asser in

24 Pcs Christmas Mini Squishy Stress Balls for Kids Boys Girls, Squeeze Fidgets Toys with Water Beads Christmas Party Favors Stocking Stuffers for Kids Gifts, Christmas Goodie Bag Stuffers

Chipboard

Branch Sengthst
4.4 of the office of sublegs
100- bought to pertrepeth

1999

- prime Two-Dkg

Set \$100 off violantly: Pay \$0.00 \$9.99 apon approval for the thine Store Card. No.

*** *** (Super Value Christmas Mini Squecos Ralis) Elevate your holiday season with our incredible set of colorful 24 Christman stress halfs. Such as Christman

- tree, Christmas stockings and hats, Santa Claus, etc. These footive-thermod stress relievers are designed to help you unwind and de-stress during the busy helding period.

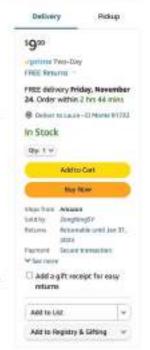
 • Thereo: Christmae Party Facon. Hosting a Christmas gathering? Our Christmas squbities are not only fun to squeeze but also make for charming.
- Christmas party favors. With 24 in a set, novel style and large quantity, surtable for families with multiple children. BE CARBFUL NOT TO LET YOUR CHILD EAT IT!

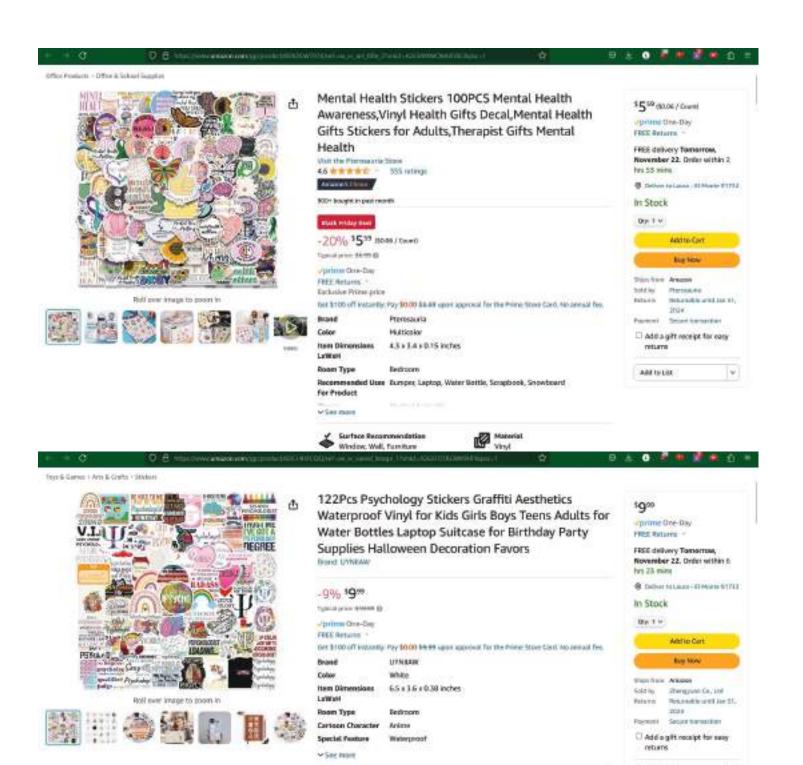
 A [Christmas Goodle Rag Stuffers for Kids] Searching for the perfect stocking stuffers for kids boys girls? Look no further Each new stress balls is inclived ally packaged. These 24 Christmas stress balls are ideal for surprising.

your loved seek on Christmas morning. Be it as a Christmas toys, a Christmas

 * [A Variety of Festive Designs] Dur set includes an assortment of Christesis-thersed designs, featuring Senta Claus, snewmen, reindeer, and

Goodle Bag Stuffers or Christmas party favors.





About this item

🏂 installation Type

Self-Adhesive

 Alleautiful Diff stickers in: Each pack of stickers rootains different types of stickers that look almost like anime or cartoons, including flowers, trees, animals, food, beverages, fruits, daily necessities, and motivational phrases. We use stickers to discuss life in an

△ Shape □O impular Shape

Add to Link

1.25 INCH ROUND CUSTOM BUTTONS
100 Pieces
Original Gloss

HOME - ORDER NOW - GIFTS - CREATE - PRODUCTS - TEMPLATES - SAMPLES - HELP

Artwork: My Custom Design.

\$34.00



1.25 INCH ROUND CUSTOM BUTTONS

100 Pieces Original Gloss

Artwork: My Custom Design

\$34.00

SUBTOTAL: \$68.00

DISCOUNT CODE: FREESHIP DISCOUNT APPLIED TO SHIPPING

RUSH (STANDARD): S0.00

TAX FOR CALIFORNIA (10.00%): \$6.80

SHIPPING (UPS SUREPOST): \$0.00

TOTAL: \$74.80

ACCOUNT INFO

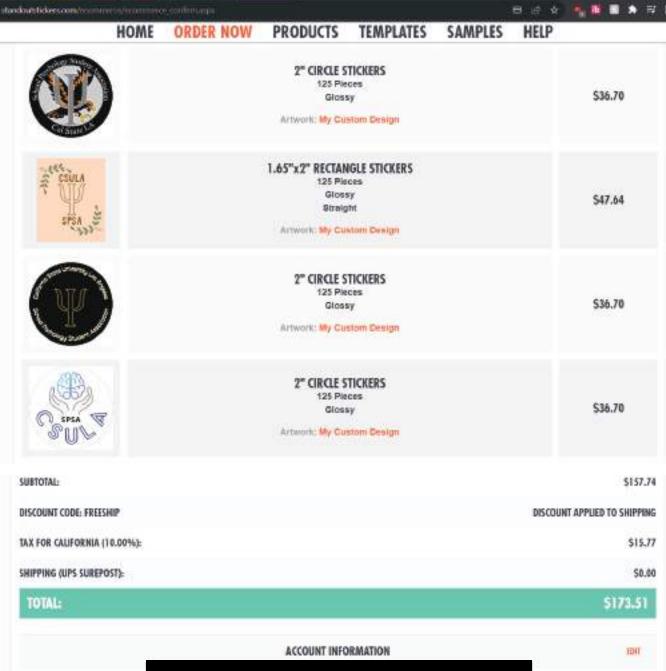
EDIT

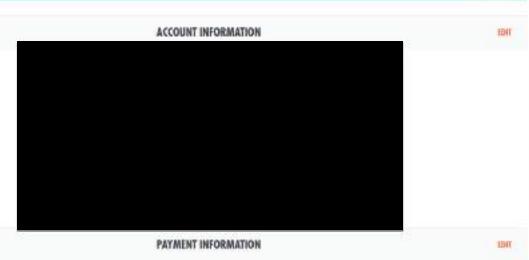
Cours To

Button Designs









Sticker Designs









