

COPIES OF THIS FORM MAY BE MADE AND PROVIDED TO CHAIRMEN TO ASSIST THEM IN PRESENTING PROPOSALS TO THE BOARD OF OFFICERS FOR CHAPTER APPROVAL. **THIS FORM IS NOT TO BE SENT TO WOMEN OF THE MOOSE HEADQUARTERS.**

REQUEST FOR APPROVAL OF COMMITTEE ACTIVITIES

For the _____ Chapter Year

COMMITTEE: _____ DATE OF REQUEST: _____

CHAIRMAN: _____ TELEPHONE NUMBER OF CHAIRMAN: _____

INSTRUCTIONS: Submit form to the Board of Officers at least 3 months prior to the Chapter Activity Night. Print 2 copies, submit **original to Board of Officers** and keep a copy for your records.

The foregoing was planned by the Committee at a meeting(s) held on _____
Committee members present at the meeting have signed the back of this form.

1. List the type of activity. (For example: Community Service, Social for Committee, Meeting of all Committee Members) _____

2. Describe the activity in detail. Complete plans should be given. _____

3. Date(s) of proposed activity. _____

4. Itemize your total estimated expenses for each activity. Please itemize each item, purpose and approximate cost.

5. If there is a charge for the activity, what do you propose to charge per person? _____

6. If funds are raised at the activity, please specify how the proceeds will be used for projects of the Committee, community service projects, general fund, etc. _____

(Committee Chairman Signature)