DEPARTMENTAL MEMBERSHIP INFORMATION

Date: ____________________

Department: _______________________   Mail Code: _________________________

Department Chair: ______________________   Phone:_________________________

Account Contact: ______________________   Title:__________________________

Mail Statements To:

Name: ____________________________   Mail Code: ________________________

Fees and Dues:

Initiation Fee:  $0
Semi-Annual Dues:  $210.00 ($35 Month)
Ongoing dues will be recharged in January and July.

All departmental charges must be for official University business and must be recharged to the department. No cash or credit cards can be accepted. A detailed receipt will be given to the cardholder when service is provided. All charges for dues, food and beverages (except alcohol) will be RECHARGED to the fund/index you provide below (NO FEDERAL FUNDS). Your monthly statement is a summary of all charges and payments. Club charges are processed in accordance with the University sponsored entertainment policies and procedures in PPM 350-30. Dues are paid in accordance with PPM-350-50.

Fund _______________ 
Index _______________ 
ORG _______________ 
Program ____________ 

___________________________________ 
Authorizing Signature (PPM350-7)

___________________________________ 
Authorizing Signature (PPM350-30)