

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 _____

Authorizing Signature (PPM350-7)

Index _____

ORG _____

Authorizing Signature (PPM350-30)

Program _____