

USG Budget Reallocation Request

Student Organization: _____ Date: _____

Account Number: _____ Total Amount to be Reallocated: \$ _____

Detailed Explanation of Request for Each Natural Account Code:

FROM _____ (Natural Account Code) ➡ TO _____ (Natural Account Code) \$ _____

FROM _____ (Natural Account Code) ➡ TO _____ (Natural Account Code) \$ _____

FROM _____ (Natural Account Code) ➡ TO _____ (Natural Account Code) \$ _____

FROM _____ (Natural Account Code) ➡ TO _____ (Natural Account Code) \$ _____

Student Organization Officer's Signature

Date

Student Organization Adviser's Signature

Date

Vice President for Finance

Date

Director of Student Budgets

Date

Total reallocation requests less than or equal to \$1,000 within each natural account code can be decided by the Vice President for Finance and the Director of Student Budgets. Amounts greater than \$1,000 within each natural account code must be voted on by the USG Finance Committee. Return this form to the USG Office in Suite 26 of the University Center. Allow one week for processing.