**Student Organization Request Form (SORF)**

**Vendor Information**

- **Vendor Name:** The Kangaroo Crew Shop
- **Street:** Hip Hop Lane
- **City:** Sunbury
- **State:** CA
- **Zip:** 40000

**Date of Purchase:** 01/20/19

**Form of Payment**
- [ ] VISA
- [ ] Gas Card
- [ ] Send Check
- [ ] University Catering
- [ ] Other (please explain):

**Will item be given away as a prize/gift?**
- [ ] YES
- [x] NO

**Is this for an allocation?**
- [x] YES
- [ ] NO

**Name of Allocation:** Meeting Supplies 2019

**Student Organization:**
- **Requested By:** Jane Doe
- **Requester E-Mail:** jane.doe@uakron.edu
- **Advisor Name:** Zippy
- **Advisor Signature:**

**Account to Charge:** SAF: 956-

**Event Name:** Club Meetings

**Event Date:** 7/3/19

**Reason for Purchase**

**Who is benefiting from this purchase?**
- [x] Organization Members
- [ ] Prospective Members
- [ ] Other

**COMMENTS/SPECIAL INSTRUCTIONS**

**Product Information**

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Item Description</th>
<th>Unit Price</th>
<th>Total Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>12</td>
<td>Kangaroo manuals</td>
<td>7.00</td>
<td>84.00</td>
</tr>
<tr>
<td>3</td>
<td>Club pins</td>
<td>6.00</td>
<td>15.00</td>
</tr>
</tbody>
</table>

**TOTAL:** 99.00

**OFFICE USE ONLY**

- **Date Received:**
- **Funds Available SAF:** $________
- **Received By:**
- **Funds Available in UAF:** $________