

BOND UNIVERSITY APPAREL AND MERCHANDISE Request Form



APPLICANT DETAILS

Staff Faculty /Department

Student Club

Applicant's Name

Club / Department/ Faculty Name

Phone

Email

PROPOSAL DETAILS

New Request

Re-design Request

Purpose

(What the proposed apparel / merchandise will be used for and where it will be distributed. If it is a re-design request, provide reasoning as to why current design is no longer appropriate.)

Proposed Design - Please attach copy of proposed apparel / merchandise design and product sample

Proposed Supplier

Date Required for Approval

Proposed Volume

PAYMENT DETAILS

Who will be paying for the purchase of proposed apparel /merchandise?

Student Club:

BUSA Funds

Student

Club Funds

Staff Faculty /Department:

Bond Funds

Staff

Other _____

APPROVAL DETAILS

Prior to approval by the Apparel and Merchandise Committee, all requests must be approved by the Student Club President or Faculty/Department.

Student Club

Club President:

Name

Signature

Date

OR

Staff Department (eg Alumni, Research, Sport)

Director:

Name

Signature

Date

OR

Staff Faculty (eg FSD, HSM)

Head of Program (if applicable):

Name

Signature

Date

Faculty Business Director:

Name

Signature

Date

Completed form to be emailed to yjaspriz@bond.edu.au

Internal Use Only:

Approved

Not Approved

AMC Request Spreadsheet updated