**ASSOCIATED STUDENTS, INC.**

California State University, San Bernardino

SPA #

Date

**Requisition for Speaker/Service/Performance Contracts**

(THIS IS NOT A CONTRACT)

Date of Request Date needed (allow 3 days)

Name of Requesting Committee/Organization

Account Number Account Name

Will the speaker/service/performer be reimbursed jointly with the Student Union under a Student

Union/ Associated Students Inc. joint contract? Yes No

Name under which Artist(s) operates Social Security Number or Tax I.D. Number Type of Performance/Service Date of Performance/Service Location: University Palm Desert Campus

Premises location (e.g. Lower Commons Patio)

Performance/Service shall begin at: and conclude at and consists of set(s) of minutes duration. If more than one set, there will be a 15 minute intermission.

Fee Terms: Total sum of $ will be paid.

Deposit required in the amount of .

Check will be mailed within ten (10) working days following the performance.

Performer:

Approved by *Representative of Organization:* Date

Approved by *ASI Exec. Officer/Executive Director:* Date