



STUDENT CLUB/ORGANIZATION INFORMATION

Club/Org Name: _____ Today's Date: _____
(Name as it appears in Wildcat Sync and without abbreviations)

Club/Org Officer Name: _____

Event Name/Transaction Purpose: _____

Event Date(s): _____ Event Time: _____ Overnight Event?

SC _____ D16505 660903
 FUND DEPT ID ACCOUNT

TRANSACTION INFORMATION

RENTAL OF ELECTRONIC CARD READER Valuation if not returned: **\$800.00**

- Device must be picked up and returned to SSC 230 in working condition within the same day of the event/activity.
- For evening events/overnight usage the device must be returned in working condition and fully charged by 9 AM to SSC230 the following business day.
- All transaction receipts will be printed and provided upon device return.
- For cancelled payments, "VOID" will be written across the corresponding receipt with the cardholder's contact information (first, last name & phone #).
- Failure to comply could result in a hold on your student record or charge to your student account.

SIGNATURE APPROVAL

By signing below, I accept that each credit card transaction will include a 2.5% fee to be deducted from the sales total. 7.5% state sales tax may also be applied. I understand that I am responsible for the valuation of the device (\$800) if the device is damaged or not returned. Failure to return the device as outlined above will result in a hold on my student account and the club financial account until additional training has been received.

Club/Org Officer: _____
 PRINT NAME SIGNATURE DATE

Club/Org Advisor: _____
 PRINT NAME SIGNATURE DATE

SFIN USE ONLY

FIN Rep: _____
 PRINT NAME SIGNATURE DATE