



**NEW CLUB / ORGANIZATION
ACCOUNT REQUEST FORM**

Before completing this form, you must have completed and submitted (or you are in the process of completing) the required Club/Organization recognition paperwork. Your club/organization must be a recognized club/organization by the University of La Verne, Office of Student Life.

Date: _____

Name of Club/Organization: _____

Advisor: (Print Name): _____

Advisor Signature: _____

Advisor Banner ID# : _____

Club Member Contact Person: _____

Club Member Title/Position: _____

Club Member Contact Email: _____

Club Mission / Purpose / Function: _____

(Please be sure to submit the Signature Authorization Form along with this completed form to the Finance Dept).

Date: _____

Student Life Authorization (Print Name): _____

Student Life Authorization Signature: _____

Once completed:
Submit this form to Terry Dopson at 1574 Arrow Hwy – Park Campus, Suite I – Finance Office.
For questions or assistance: please contact Cindy Vallejo at (909) 448-4481