



THE UNIVERSITY OF VERMONT GRADUATE STUDENT SENATE

GSS Club Recognition Contract

Congratulations! Your organization is now officially recognized by the Graduate Student Senate (GSS). Recognition enables you to make room reservations at no cost and enables you to request funding from the GSS to hold events which impact the UVM graduate population. Please read the following statements pertaining to funding requests, and initial after each statement.

When purchasing anything for an event or general club purchases, the items are purchased as tax-exempt using GSS credit card. _____

Any 'cash' revenue, such as events ticket revenue, collected by the club must be deposited into the club chartstring account within 14 days. _____

Any checks collected by the club must be addressed to "UVM" or "The University of Vermont", and NOT to the club. _____

No club may have an external bank account. All transactions must be operated via the respective club chartstring (first time recognized clubs should apply for a chartstring by emailing gss@uvm.edu) _____

If any funding deficit situation is observed due to over spending of the club, the deficit must be re-paid within 21 days. If the deficit is not re-paid, the club loses recognition for that academic year and must re-apply. _____

If the credit card is required to make a purchase, the GSS treasurer must be informed with 48 hours' notice. After purchase, itemized receipts along with purchase description ('what', 'why', 'event' and 'attendees') must be provided to the GSS treasurer within 72 hours of the purchase. _____

I agree to follow all terms as a point person for the club _____

I understand that failure to comply with the terms will result suspension of GSS recognition and chartstring account.

Signature of Club representative: _____

Name (printed): _____

Date: _____

Completion of this form is a requirement to request funding from GSS

Signature of GSS Treasurer with date _____