



## ICC/Club Expenditure Guidelines

Key: X=Yes    O=No

Items to be funded	Fund 41 Account DASB/ICC	Fund 44 Project 4xxx CLUB
Admission/Parking/Entrance fees	O	X
Bus/ Car rental	O	X
Child care for on campus events	X	X
Child care for off campus events	O	X
Club related capital equipment	X	X
Club T-Shirts	O	X
Club events (off campus)	O	X
Club Meeting Refreshments on campus	X	X
Club Refreshments off campus	O	X
Conference Travel	O	X
Decorations (Club Day/Events)	X	X
Entertainment on campus	X	X
Entertainment off campus	O	X
Equipment Repair	X	X
Film/Video	X	X
Graphic work done at DAC graphics	X	X
Gift for club advisors/officers	O	X
Office Supplies	X	X
Printing	X	X
Professional Fee	X	X
Publicity (ad banners, flyers)	X	X
Postage	X	X
Rental off campus	O	X
Speakers off campus	O	X

*Items not funded w/Fund 41 account:* those items that only benefit club members such as club t-shirts, refreshments for club events, off campus events, etc.

*Items not funded w/Fund41 account OR w/Fund 44 account project 4xxxx:* alcohol or illegal substances

**\*note\*** ALL printed materials must be printed on recycled paper, and state "Printing funded by DASB" on all materials.