

Trinity College Joint Board of Stewards
Student Club Financial Information Sheet

Section I (to be completed by *all* clubs)

Club Name: _____

Executive Members (Must include at minimum President(s), Treasurer and Secretary):

| Name | Position | Phone | Email |
|------|----------|-------|-------|
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Those listed above must read and sign the following Declaration

I hereby certify that I have read and understood the *Trinity College Fiscal Policy*; that I agree to manage the student funds directly or indirectly under my control in a legal and responsible manner; and that I understand that I must accept personal liability for student funds lost through fraudulent transactions or gross negligence.

signed this ____ day of _____, _____

Section II (to be filled out by all *levied* clubs)

Bank Account Information

Account name: _____ Transit# _____ Account# _____

Address on file (must be one of the following): __6 Hoskin Ave. __44 Devonshire Place

Balance on 1 Sept: _____

Signing officers (One of which must be Treasure, one of which must be President or equivalent):

| Position | Name | Student ID | Phone | Signature |
|----------|------|------------|-------|-----------|
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Section III (to be filled out by all *non-levied* clubs)

Non-Levied clubs may not hold bank accounts: all financial dealings must be through the JBS

Members responsible for financial dealings (only these people may request reimbursement):

| Name | Student ID | Phone | Signature |
|------|------------|-------|-----------|
| | | | |

Section IV

Should your organization hold other financial assets or bank accounts, attach a separate sheet indicating the details—including approximate values—thereof, supported by bank statements.