

**Approval Form for Extra-Curricular Activities Club  
Personal Charge Card**

Date: \_\_\_\_\_

Are you applying to charge over \$500.00 on personal charge card? \_\_\_\_\_

Activity Club: \_\_\_\_\_

Purpose of Charge: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Amount of Purchase: \_\_\_\_\_

Activity Advisor - Signature: \_\_\_\_\_

Activity Treasurer - Signature: \_\_\_\_\_

**Please do not write below this line:**

Approval to charge over \$500.00 on personal card: Yes\_\_\_ No \_\_\_

Principal's Signature: \_\_\_\_\_

Central Comptroller's Signature: \_\_\_\_\_