Monthly Club Report Form

Club Report Form for the Month of: ___________________ YEAR: __________

Club Name: __________________________________________________________________________________________________
Club Advisor Name: ____________________________________________________________________________________________
Club Advisor’s Email: __________________________________________________________________________________________

Please provide a list of all your club’s official meetings, and events for the previous month.
Event activity is defined as: fundraising, social gatherings, inviting speakers, club days, etc.
Please provide date, time & location (ex: Zoom Link, discord link, “instagram live” “facebook live” etc.)
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How many active members are there in your club? __________

What topics has your club covered at club meetings in the previous months? ______________________________
______________________________________________________________________________________________
______________________________________________________________________________________________
______________________________________________________________________________________________

What is your club planning to do in the future? _______________________________________________________
______________________________________________________________________________________________
______________________________________________________________________________________________
______________________________________________________________________________________________

What is the status of your club budget? (Including income & expenditures over the previous month?)
______________________________________________________________________________________________
______________________________________________________________________________________________

I certify that the above information is correct and valid.
Club Representative Name: ___________________________ Signature: ____________________ Date: __________
Club Advisor’s Signature: ________________________________ Date: ___________

I certify receipt of this monthly club report form.
ASOC ICC CHAIR Name: ___________________________ Signature: ____________________ Date: __________
Student Life Employee Name: ______________________ Signature: ____________________ Date: __________