

Club Activity Report

According to the Clubs Policy, clubs are required to submit a report at the end of each semester to maintain their active ratified status. Reports may be submitted in person at the SABVC Office or by email to adhingra@sabvc.ca.

Semester

- Fall Activity Report – to be submitted by November 30
- Winter Activity Report – to be submitted by March 30

Year

General club information

Club's name:

of active members: _____

Date of club election: ____/____/____

Transition date for new Executive(s): ____/____/____ (if applicable)

Club representatives

Please list the Executive Officers for the current or upcoming semester:

President

Name:

Email:

Phone:

Vice-President

Name:

Email:

Phone:



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Treasurer

Name:

Email:

Phone:

Other Executive, please specify their title: *(if applicable)*

Name:

Email:

Phone:

Other Executive, please specify their title: *(if applicable)*

Name:

Email:

Phone:

Club's SABVC liaison

Please identify one of the Executives to be the main contact for the SABVC:

Meetings

Please list the meetings the club held this semester, dates, and number of meeting attendees:

Meeting: General, Executive, Special, etc.	Date	# Attendees
1		
2		
3		
4		
5		
6		



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7		
8		
9		
10		
11		
12		
13		
14		
15		

Club's financial report

Once you received the club's financial report from SABVC, please inform:

	+	-
<input type="checkbox"/> Initial Budget or <input type="checkbox"/> Previous Balance:	-----	-----
SABVC funds required and received:	-----	
SABVC funds used:		-----
Total revenue:	-----	
Total expenses:		-----
TOTAL BALANCE:	-----	-----

Club's events and activities

Please list the events and activities the club held this semester. Print off or fill out *one form per activity*.

Activity: -----

Date(s): -----

Location: -----

of Attendees: -----

Brief description: -----



Club Activity
Report

Club representatives' signatures

Club President
Date: ____/____/____

Club Treasurer
Date: ____/____/____