

## Student Council Activity Report Form

Today's Date: \_\_\_\_\_ Chairperson: \_\_\_\_\_

Committee Members: \_\_\_\_\_

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

Place: \_\_\_\_\_

**\*\*If this is a NEW activity –**  
Give a brief explanation of the activity:

Equipment needed for the activity:

List any personnel needed (include how many council members needed, staff, janitors, etc. & responsibilities for each):

Costs of activity: (List any items purchased, where purchased, cost and turn receipts in to Treasurer for reimbursement):

If you charged for this activity, what was the cost per student? \_\_\_\_\_

Recommendations for the future: