

Requestor: The Eye, CSEA

Subject: Request for Budget Allocation for the "Aerovision 2023" Event

Submitted by: Soorya Subramani, Event Coordinator

#	Expense Category	Description	Potential Vendors	Preferred Vendor	Quantity	Total Cost	Justification
1	Refreshments	Day 1: Maa Juice	College Canteen	College Canteen	180	INR 1,800	Networking, Energization, Incentive for Motivation.
2	Certificates	Personalized Certificates for Participants	Local Printing Hub	Local Printing Hub	30	INR 450	Hard Copies only for winners
3	Incentives	Prize Money for Contributions	-	-	1	INR 12,000	Fostering Competition, Honoring Talent
	Total Expenses					INR 2,250	
	Total Budget					INR 14,250	

These allocations align with our objectives.

Sincerely,

Soorya Subramani - Event Coordinator

P.F.A

1. Approved Letter from Faculty Advisors, Head of Department (CSE), Dean – Student Affairs, The Principal
2. In-Detail Event Agenda
3. Event Brochure with high-level agenda