



CAS-BP-1819-\_\_\_\_\_\_

NAME OF ORGANIZATION

**BUDGET PROPOSAL**

SAN BEDA UNIVERSITY

COLLEGE OF ARTS AND SCIENCES

**OFFICE OF THE PREFECT OF STUDENT ACTIVITIES**

[opsa@sanbeda.edu.ph](mailto:opsa@sanbeda.edu.ph)

|  |
| --- |
| Title |
| Date and Venue |
| Contact Person and Number |

*(Provide a detailed budget classified as: Fixed Asset Requirement or Operating Expenses)*

**FIXED ASSET REQUIREMENTS**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| ITEM | QUANTITY & UNIT | UNIT PRICE | TOTAL AMOUNT | SOURCE OF FUND |
|  |  |  |  |  |
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| --- |
| FA SUB TOTAL: PHP 0.00 |

**OPERATING EXPENSES**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| ITEM | QUANTITY & UNIT | UNIT PRICE | TOTAL AMOUNT | SOURCE OF FUND |
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| --- |
| OE SUB TOTAL: PHP 0.00 |

**TOTAL: PHP 2,000.00**

BUDGET PROPOSAL NUMBER:

**Office of the Treasurer**



Number of Checks

|  |  |
| --- | --- |
| *Direct to Supplier* | *Student Named* |
|  |  |

AMOUNT TO DIRECT TO SUPPLIER: PHP

AMOUNT TO REPRESENTATIVE: PHP

TOTAL AMOUNT REQUESTED: PHP

OVERALL BUDGET REQUESTED: PHP as per: \_\_\_\_

DATE:

SIGNATURE:

Jose Gerald E. Pabalate

*Student Council Treasurer*