

GUNN HIGH SCHOOL – ASSOCIATED STUDENT BODY

Cash Box Request

1. **Complete one form per event/area.**
 - a. e.g.: if you need one cash box for tickets and one for concessions, you must fill out two forms.
2. **Complete at least two days in advance.** Cash boxes will be ready to pick up by 12:00 pm. If you need a cash box before 12:00 pm then please complete form ***at least four days*** in advance.
 - a. SAO cannot give more than \$40.00 starter change per box.
3. Submit this form to the staff in the Student Activities Office.

Today's Date:	Date Needed:
Club Teacher Supervisor Name:	Classroom (building and room #):
Club Name:	Activity/ Event:
Items to be sold (list all):	Price per item:
Total Amount Needed & Denominations:	