

Washington High School

Request to Carry Over Excess Ending Balances

The following organization requests approval to carry over an amount in excess of the 20 percent limit.

Club Name: _____ Club Advisor:

School Year: _____

Calculation of Excess Carryover

Total estimated income: _____
20 percent of the above: _____
Amount to carryover requested: _____
Excess carryover (B minus C): _____

Explanation

Provide an explanation of the need to carry over amounts in excess of the 20 percent limit. Indicate the manner in which student approval was obtained, and when the club will use the excess funds.

Explanation

Approved

School Principal: _____ Date:

District Business Office: _____ Date:

Recorded in the Washington ASB Student Council Minutes on
Date: _____