



**ASCC ACCOUNT ACCEPTANCE OF TERMS  
FUNDRAISING ('250') ACCOUNT ESTABLISHMENT FORM**

ACCOUNT NAME: \_\_\_\_\_

CLUB NAME: \_\_\_\_\_

ACCOUNT NUMBER: **250** - \_\_\_\_ - \_\_\_\_\_

**Please list the Account Managers Authorized for this account, identify at least one, and no more than 3, individuals. These individuals will be allowed access to purchase and requisition from this account, and must be Cerritos College staff or faculty. They must sign below to indicate understanding they are responsible for following all District policies and ASCC guidelines:**

Name (print clearly)	Signature	Date
1.		
2.		
3.		

\_\_\_\_ The requestor/advisor may initial here to approve the Student Activities Administrative Clerk II or designee to also have permission to submit requisitions on behalf of the club/department, as needed. It is the requestor's responsibility to ensure appropriate documentation is provided to the Student Activities Office to initiate requisitions.

*Submit hard copy of form (with signatures) to the Student Activities Office: Attention Elizabeth Miller.  
**Original form (with signatures) must be received before expenditures will be approved.**  
Please keep a copy of this form for your records.*

**ASSOCIATED STUDENTS OF CERRITOS COLLEGE**

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[www.cerritos.edu/ASCC](http://www.cerritos.edu/ASCC)