



MINS Building, Room 145. 519.824.4120 x 52549. commerce@uoguelph.ca

PDR Form

A Petitions, Delegations, and Representations form is used when an organization wishes to request assistance or funding from the College of Management & Economics Students' Association.

Forms must be filled out in full and returned to CMESA for consideration at least two days prior to the council meetings at which the request is to be presented.

The PDR request should be made at least two full weeks prior to the event.

Please clearly state all pertinent information such as the nature of the request, date, time, location and a full budget if applicable.

Event Title: _____

Date(s) of Event: _____

Location of Event: _____

Hosting Organization: _____

Contact Name and Position: _____

Phone Number: _____

E-Mail address: _____

Estimate Total Attendance (if applicable): _____

For financial requests, if approved, make "cheque payable to" and mailing address:

Amount Requested: _____

Description of Event: (Attach detailed budget if requesting financial support.)

Received By: _____ Date: _____ Date of Presentation: _____

Final Decision: _____