

## **CCF (Community Council Fund)**

*Please note you **MUST** have a completed budget sheet before submitting a CCF*

It typically takes 2 weeks for a CCF to be fully processed and approved by the Assembly, please keep this in mind when submitting your requests! Feel free to reach out to the VPF with any questions or concerns

**In order to submit, please make a copy and complete the below form and email it directly to the RHA VPF**

Location: \_\_\_\_\_

CCF Contributors (members of Hall Council(s)):

\_\_\_\_\_

Description of Purchase (Item and Quantity):

\_\_\_\_\_

\_\_\_\_\_

Cost of Purchase (total and per item):

\_\_\_\_\_

\_\_\_\_\_

Date of Event:

\_\_\_\_\_

Description and Purpose of Event:

\_\_\_\_\_

\_\_\_\_\_

---

---

Role of Purchase in Event:

---

---

---