

W.S.B.A. GLORY DAYS PIZZA ORDER FORM (When completed, print this form for signature)

List student organization(s) to be charged: _____

Date Requested: _____

Is the event being sponsored by a Center?	Yes	No	Sponsored Amount: \$ _____			
If so, Center(s) Sponsoring Event:	BTLC	CEA	CFLC	CLG	ICLC	OGLC

Center Director (or Shawn Leisinger) signature: _____

DATE NEEDED: _____

Student to receive order: _____ Cell #: _____

Student email address: _____

Room of event: _____

For lunch time events, be available to sign for pizza at 11:50 a.m. outside of room.

Other events (afternoons, evenings) please indicate time here:

Give signed receipt to Julie DesRuisseaux (room 219) after the event or place receipt in her mailbox in the library.

Requests shall be submitted with at least a 24 hour notice and are subject to Glory Days Availability.

- 1) Organizations may have to pick up the pizza if delivery drivers are unavailable.
- 2) Payee will be reimbursed only up to the remaining allocated budget balance of the organization.
- 3) In the event the Organization does not have funds available, the Organization officers are responsible for the difference.
- 4) A mandatory \$5 tip and \$2.75 delivery fee will be added to all Glory Days orders. Price per pizza \$11 each-single topping.

Order Information:	Toppings	Quantity	Prise
	Cheese	___	\$ ___
	Pepperoni	___	\$ ___
	Beef	___	\$ ___
	Pork Sausage	___	\$ ___
	Canadian Bacon	___	\$ ___
	Other: _____	___	\$ ___
		Tip/delivery fee:	\$7.75
		TOTAL:	\$ _____

The undersigned verifies the accuracy of the above listed expenses to the best of our knowledge and affirm these expenses were incurred by a student organization recognized by the Washburn Student Bar Association (WSBA). There **MUST** be a signature from the president or treasurer of the organization.

Signature of Verifying Organization Officer