



INTERNATIONAL MEDICAL
UNIVERSITY
MALAYSIA

Form A: Proposal for Event

To: ECA Coordinator and SRC

Terms and Conditions

1. Submit 2 copies of BOTH the 'request for sponsorship' and 'proposal for event' forms at least 2 weeks before the event.
2. A budget report along with receipts must be submitted 2 weeks after the event.

Name of Club/ Society:

Event / Purpose:

Venue: Date of event:.....

Contact Person: ID No:

Position Held:

Contact Number: E-Mail:

Objectives:

1.
2.

Format:

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.....

Miscellaneous:

.....
.....

Signature: Date:

To be filled in by the SRC

Event approved by club advisor/s:

Event approved by SSD:

Request for funds approved by SSD / SRC: