



## STUDENT ORGANIZATION INFORMATION FORM

The information collected on this form will be used to update the Union & Involvement Services Student Organization Database and the Banner Roster system. This information will allow us to communicate with your organization and provide current information to other offices, departments, organizations, students, and the public. **Incomplete forms delay the registration process and put your organization in bad standing. Please inform our office if you have concerns about the information you've provided on this form.**

### Organization Information (input information as applicable)

Name of Organization	
Chapter Name	
Organization Website Address	http://
Organization Email Address	
Brief Description of your Organization (This description will be viewed on the U&I Website. The U&I reserves the right to edit as necessary.):	

### Organization President Contact Information

Name	
Banner ID	
Email	
Phone	
School Address	

**If another officer will be in charge of Banner Rosters, please provide their information here.**

Name	
Banner ID	

**Risk Management Contact Information** (Each organization must designate one person to directly oversee risk management issues and attend one mandatory risk management workshop)

Name	
Banner ID	
Email	
Phone	

**Treasurer Contact** (Each organization must designate one person to receive electronic invoices and statements)

Name	
Email	

**Truman Faculty/Staff Advisor Information**

Name	
Email / Phone	
Department	

**National Information**

Name	
Email / Phone	
Address	

**In signing below, we agree to keep all respective organization member information, such as Banner ID numbers and other personal information confidential.**

Signature of Organization President	Date
Signature of Officer in charge of Banner Rosters (if applicable)	Date
Signature of Faculty / Staff Advisor	Date

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**For Office Use Only**

Program Advisor for Organizational Engagement and Leadership	Date

**COMPLETED FORM DUE TO THE U&I BY SEPTEMBER 16, 2019 @ 5:00PM**