

# THETA CHI COMMITTEE WEEKLY REPORT FORM

Committee: \_\_\_\_\_

Chairman: \_\_\_\_\_

Meeting Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

**Committee Members at Meeting:**

1) \_\_\_\_\_

2) \_\_\_\_\_

3) \_\_\_\_\_

4) \_\_\_\_\_

5) \_\_\_\_\_

6) \_\_\_\_\_

7) \_\_\_\_\_

8) \_\_\_\_\_

9) \_\_\_\_\_

10) \_\_\_\_\_

Total Funds Spent This Week: \_\_\_\_\_

*(verify with Treasurer)*

Funds Remaining in Budget: \_\_\_\_\_

*Activities this past week: (include dates and funds spent)*

*Activities for next week: (include dates and funds needed)*

*Motion for chapter meeting: I move that...*

*Please list any successes and failures of the committee recently:*

Chairman's Signature: \_\_\_\_\_

*Please fill out and return to the Vice-President.*