

RevTrak Online Page Request

Campus Name _____ Campus Number: _____

____ **New Page**____ **Renew/Reopen**

____ Items For Sale (apparel & other) ____ Supplies/Kits ____ Club/Faculty Dues

____ Sr. Pkg or Similar ____ Donations ____ Trip Payments ____ W/Shirt

Others _____ ____ No Shirt

Page Title: _____

Club Name: _____ Club Account # 461 ____ or 465 AF ____

Has a Fundraiser Request been submitted? N/A ____ No ____ Yes ____ Fundraiser ID# _____

Has a Travel Request been submitted? N/A ____ No ____ Yes ____

Please submit request 30 days before the start date.

Start Date: _____

End Date: _____

Do you want to receive an email when each order is placed? Yes ____ No ____

Sponsor Name: _____

Sponsor Email: _____

When setting your prices, please remember that a **3.6% + \$0.20 RevTrak fee** will be charged to your account for each transaction (approximately **\$0.56** on a **\$10.00** payment before sales tax).
If applicable, be sure to factor in sales tax.

Pricing and Description of Item(s) you are selling and/or collecting money for:

Price	Item	What is Included in Price

If applicable, list available sizes: _____

Additional charge for extended sizes? (ex: 2XL is extra \$2.00) No ____ Yes (specify) _____

Additional Information that will help us design your page:

If you have specific language you would like on your page, please send it in a Word document along with any printed materials you currently have (such as a flyer or order form). If the flyer or order form is available on your school's website provide the link in your email with this request.

Return to the Campus EA or Bookkeeper