

To whom this may concern,

Thank you for your interest in affiliating with the SRC. Running a club can be an extremely important and rewarding endeavour to take part in whilst at university. We do however, understand that it can also be a difficult job, therefore we have included some helpful reference points below which can help to answer any questions that you may have. Please read the clubs and societies affiliation handbook, as this will answer many of your questions and keep you on the right track.

We are trying to minimize our impact on the environment and no longer print this book. Please do have a look online at: <http://www.glasgowstudent.net/clubs/start-a-club/>

Affiliation Checklist:

To affiliate an office bearer must complete and hand the following in to the Welcome Point in the McIntyre Building.

- Fully completed affiliation form
- Signed GUSRC equal opportunities statement
- Club Constitution (re-affiliating societies do not have to submit a constitution if it has not changed since the previous year).
- Members list including the student numbers of all UofG students

Grant Application Checklist

If your society wishes to apply for a grant, please complete a grant form (available from the SRC website and the SRC Welcome Point).

You must apply for a grant **before** the event or purchases have been made. An office bearer must complete and submit the following to the Welcome Point in the McIntyre Building.

- Fully completed grant form
- Recent society bank statement (**2 months old or less**)

Again, thank you for your interest and if any questions are left unanswered, please do not hesitate to contact the clubs and societies email: clubsandsocs@src.gla.ac.uk.

Good luck with your club for the following year!

SRC Clubs and Societies Committee