## NSU COMMUNITY FEST REIMBURSEMENT REQUEST Date Due: Friday, February 27, 2026, by 5:00 pm EST.

Student Organization N	Jame:	
** Check Amount: _		
Payable To (payee):		
NSU ID:		
NSU Email Address:		
Phone:		
Mailing Address:		
City:	State:	Zip:
No Exceptions. Online of total ZERO amount ow must submit this as Copies of this form car	orders must include the packaged. Please allow 2-3 weeks for an RFF form for reimbursement is	ion. Original or Scanned Receipts ARE required. ge slip along with reimbursement AND invoice must processing and to receive your reimbursement. You at. Please see confirmation email for RFF details. needed for more than one person. Please note that d \$100 per club/organization. **
1	TEM	AMOUNT
TOTAL	L AMOUNT:	

 $<sup>^{</sup>f{\star}}$  Reimbursements are contingent on fulfillment of your Community Fest agreement and confirmation e-mail.

## NSU COMMUNITY FEST 2026 APPROVED/NOT APPROVED ITEMS LIST

The below lists of APPROVED and NOT APPROVED items include, but are not limited to:

## **APPROVED**

Booth Decorations (tablecloths, crepe paper,

balloons, posters, glitter, streamers, etc.)

Give-aways (toys, candy, books, good, etc.)

Arts & Crafts

Games

Souvenir Items

## **NOT APPROVED**

Gift Cards

Electronic Equipment for booth (iPods, TV's,

radios, karaoke sets, cameras etc.)

Alcohol

Tobacco Items

Weapons

Sexual Products

Pharmaceuticals

**Outtakes Purchase** 

Declining Balance

Online Orders: Must have an itemized receipt with a total of \$0.00 amount owed.

\*\*If there is a question about whether an item is approved or not approved, please contact communityfest@nova.edu \*\*