Self-Governed Student Organization (SGSO)

Financial Support Details

Payments to SGSO’s must be processed through BUY.IU. The SGSO must first create an active/ approved supplier profile in BUY.IU before a department can initiate a check payment.

1. **What is the name of your SGSO?** Click or tap here to enter text.
2. **Does your SGSO have an active supplier profile created in BUY.IU?** Yes [ ]  No [ ]

If Yes, please provide your supplier ID number if known (e.g., p32111123)

 BUY.IU Supplier Number: Click or tap here to enter text.

If No, the HHC will send you an email invitation to register as a supplier. Please indicate which email you would like the invitation sent to and then be sure to check your email for the invitation to arrive from supplier@iu.edu.

Email: Click or tap here to enter text.

1. **SGSO Advisor Name:**  Click or tap here to enter text.
2. **Activity Description**: Click or tap here to enter text.
3. **Activity Date(s):** Click or tap here to enter text.

Please submit this form, along with your Funding Board application, to hhcfb@indiana.edu one week before the meeting you would like to attend.

*For more information about the supplier registration process, please visit:* [*https://purchase.sitehost.iu.edu/buying/suppliers.php*](https://purchase.sitehost.iu.edu/buying/suppliers.php)

*Be sure to hang on to your supplier portal login information. You will log in using this information if you need to make changes to your supplier profile.*