UMKC Conservatory Master Class Funding Request

Form must be submitted no later than four weeks prior to the event.

Name	Division
Campus phone	Email
Master class artist name(s)	Date of the master class
Has the artist submitted a W-9 form to the of Has a contract been completed and approve (Refer to http://www.umkc.edu/finadmin/o YesNo	
Is this event eligible for Alumni Funds? If so, has a request been made?	YesNo YesNo
Cost of airfare\$Cost of hotel\$Cost of meals\$Honorarium\$Total\$	er class fee)
Master Class Cost Estimate	
Total overall cost:	\$
Division support:	\$
Request amount awarded:	\$
Additional support:	\$

Describe the event, your role as faculty facilitator and provide a brief description of the importance of the event for the Conservatory and the benefit to Conservatory students.

Division Chair Signature