WE@RIT Engineering Open House
Transportation & Lunch Stipend Request Form

Through the generosity of L3 Harris Corporation, up to $650 transportation & lunch stipends are being awarded to cover or partially cover transportation to the WE@RIT Engineering Open House as well as for lunch on campus. To qualify, qualifying schools will have greater than or equal to 75% of their student body eligible for free and/or reduced lunch.

Name of school: _____________________________________________________________

Mailing address of school: ________________________________________________

________________________________________________________________________

School contact person name: _______________________________________________

Contact person phone # & e-mail: ___________________________________________

Approximate # Attending Open House:

Students________ Chaperones________

Transportation Being Used:

School Bus____ Chartered Van____ Personal Vehicle____ Other? ____________________

<table>
<thead>
<tr>
<th>Stipend Request*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amount Requested for Transportation</td>
</tr>
<tr>
<td>Amount Requested for Student Lunches @ $11/ea.</td>
</tr>
<tr>
<td>Amount Requested for Chaperone Lunches @ $11/ea.</td>
</tr>
<tr>
<td>TOTAL AMOUNT of STIPEND REQUEST</td>
</tr>
</tbody>
</table>

(Total cannot exceed $650.00)

*FINE PRINT:

• This form represents a stipend request. Awards will be made on a first-come-first-served basis to eligible schools via e-mail by the WE@RIT Director to the school contact person noted on this form.

• Check in at Open House at the WE@RIT Welcome Table at the event is required for awardees.

• Lunch stickers will be handed out to awardees at the WE@RIT check-in table (not at Gracie’s Dining Hall.)

• Schools will receive reimbursement for the transportation portion of stipend award AFTER the Open House concludes, pending receipt of school’s W-9 form AND copy of invoice for transportation.

• Lunch will be served at Gracie’s Dining Hall, approximately a 10 minute outdoor walk from the Open House.

• Using the RIT Mobile app is recommended to find your way around campus.

REQUEST FORMS DUE TO WE@RIT by OCTOBER 15. E-mail completed forms to we@rit.edu

FOR WE@RIT USE BELOW LINE:

Request Approved By__________________________ WE@RIT Confirmation of Event Attendance: _______

Request Approved Date:_______________________ Rec’d: W-9_______ Transportation. Invoice_______