



### Registered Student Organization Square QR Code Request

**Date:** \_\_\_\_\_

**Club/Organization name:** \_\_\_\_\_

**Account Number (22000.5XXX):** \_\_\_\_\_

**Active Officer Name:** \_\_\_\_\_

**Officer Email:** \_\_\_\_\_

**Events Name:** \_\_\_\_\_

**Date of event (if applicable):** \_\_\_\_\_

**Set Transaction Amount in dollar (if applicable):** \_\_\_\_\_

Student Organizations (S.O.) are responsible for the fees charged from Square.

**(2.99% + \$0.33 per transactions)**

**ALL TRANSACTIONS ARE FINAL - NO REFUNDS**

The total profit from Square will transfer to your S.O. bank account.

Funds will transfer to your club weekly.

Associated Students are not responsible for any transaction disputes.

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Please submit this form to the General Services Center office  
or Email to [as-general-services@sjsu.edu](mailto:as-general-services@sjsu.edu)