

# RATE-DRIVEN INCREASE REQUEST

2010 - 2011



REQUESTING: (Unit, Department, Division or Vice President)	
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Location	(Fill-in)	Reviewed By (Signature):
Department or Unit:		
Division:		
Vice President:		

Budget Request(s)		Justification for Request(s)	Funds Requested **			Funding
(List in Priority Order)		A "Rate-Driven Increase" is for a reason, which is mandated and out of the Department's/Unit's Control. A "Rate-Driven Increase" may be submitted (with supporting documentation), <u>anytime</u> during the fiscal year.	Amount	One-time	Ongoing	Approved
1.						
	Account Number(s):					
2.						
	Account Number(s):					
3.						
	Account Number(s):					

\*\* Please provide documentation to support the amount requested, such as the prior and current year's invoice. (Which supports the increase)  
 Examples of Rate Driven Increases are existing maintenance agreements, memberships, utilities. (Not a cost increase in a supply item)