

SYRACUSE UNIVERSITY OFFICE OF ATHLETIC COMPLIANCE



STUDENT-ATHLETE/COACH AUTOGRAPHED ITEM REQUEST FORM

Date of Request: _____ Date of Event: _____

Name: _____ Telephone: () _____

Email Address: _____ Fax Number : () _____

Name of Organization: _____ Telephone: () _____

- Your Organization is:
- Education Agency
 - Charitable or Non-Profit Organization (as distinguished from a charitable or educational organization) *Please attach a copy of 501c*
 - Recognized SU Organization; i.e., department, sorority, student government, etc.
 - A NCAA school, conference, or entity thereof
 - Personal (Age of recipient _____ years old)
 - Please provide the bank where the trust account is established as well as a bank contact name and number. _____

What is being requested? Signature of Memorabilia Provided by requesting Organization (*balls and uniforms must be provided from requesting organization.*)

Signature(s) requested: _____

Other: _____

Reason the item is being requested: _____

How will funds received from fundraiser be distributed? _____

Will proceeds benefit prospect-aged individuals? Yes No

A student who has started classes for the ninth grade is a "prospect" and remains such until he/she officially registers, enrolls, and attends classes in any term of a four-year collegiate institution's regular academic year (excluding summer).

According to NCAA guidelines, the following conditions must be met for an item to be used in institutional, charitable, or educational promotional activities:

1. The requested item may not be used to fundraise for high schools, high school organizations (FFA, Latin Club, etc.) for any high school person, or if the high school is raising the funds for a charity or educational project. **High school is defined as grades nine through twelve.**
2. The requested item involving student-athlete's names may not involve co-sponsorship, advertisement or promotion by a commercial agency, other than a sponsoring company's trademark or logo on printed materials (pictures, posters, calendars).
3. All moneys derived from the item must go directly to the institution or agency listed above.
4. An authorized representative of the agency must sign a release assuring that they will abide by the restrictions.
5. The item must have written approval of the athletic director or his/her designee.
6. Memorabilia may not be resold for any purpose without our approval.

*****Completion of this form does not guarantee that the Syracuse University Athletics Department will fulfill this request*****

I understand and agree to abide by the conditions outlined above and understand Syracuse University reserves the right to request the return of the autographed item when the guidelines are not followed.

Signature, Activity/Organization Representative

Date

Request (check one):

DENIED

APPROVED

Office of Athletic Compliance

Date

Dr. Daryl Gross, Director of Athletics (or designee)

Date