



**THE UNIVERSITY OF TEXAS
OFFICE OF ATHLETICS COMPLIANCE
STUDENT-ATHLETE/COACH AUTOGRAPHED ITEM REQUEST FORM**



Date of Request: _____

Date of Event: _____

Name: _____

Telephone: () _____

Email Address: _____

Fax Number : () _____

Name of Organization: _____

Telephone: () _____

Address of Organization: _____

City _____ State _____ Zip _____ Fax Number : () _____

- Your Organization is:
- Charitable or Education Agency
 - Non-Profit Organization (as distinguished from a charitable or educational organization) *Please attach a copy of 501c*
 - Recognized UT Organization; i.e., sorority, student government, etc.
 - A NCAA school, conference, or entity thereof
 - None of the above – *Please specify:* _____

- What is being requested? Signature of Memorabilia Provided by requesting Organization (*balls and uniforms must be Provided for signature from requesting organization.*)
Signature(s) Requested: _____
- Donation of Memorabilia
Memorabilia Requested: _____
- Other: _____

Reason the item is being requested: _____

How will funds received from fundraiser be distributed? _____

Will proceeds benefit individuals in the 9th through 12th grade? Yes No

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 University of Texas Athletics Departments will fulfill this request***
I understand and agree to abide by the conditions outlined above and understand The University of Texas reserves the right to request the return of the autographed item when the guidelines are not followed.**

Signature, Activity/Organization Representative _____ Date _____

Signature, Head Sport Coach _____ Date _____

Request (circle one):	DENIED	APPROVED
_____	_____	_____
Compliance Coordinator, Athletic Director Designee	Date	