

University of Louisville

Memorabilia/Donation Approval Form (Non-Student Athlete Appearance or Memorabilia Request) Office of Athletic Compliance

This form must be completed prior to the distribution of any institutional memorabilia to an individual or organization.

NCAA Bylaw 13.16. (Pre-College Expenses) prohibits an institution from providing funding (directly or indirectly) to benefit a prospective student-athlete (any student who has started classes in ninth grade). This includes a prohibition on using institutional memorabilia (e.g., auctioning off an autographed ball etc.) to raise money for a high school or any other organization of which prospects are a member.

ITEM REQUESTED _____

Personal Memorabilia Request:

I certify the item I have requested is for my personal use only and will not be donated or sold to any individual or organization.

Name(print): _____

Signature: _____

Date: _____

Organizational Donation/Memorabilia Request:

Contact Information:

Organization _____

Contact Person _____

Address _____ Phone/E-mail _____

Event Information:

Description of the Event (Submit any written materials ie letter, brochure etc) _____

Date/Location of the Event _____

Is this a fundraising event? Yes No If yes, for what specific purpose will the funds be used? _____

For what purpose will this Memorabilia/Donation be used? _____

I certify the Donation/Memorabilia I am requesting will be used in the exact manner I have described above.

Name(print): _____

Signature: _____

Date: _____

Athletic Department Approval Signature: _____

Date: _____

Athletic Department Approval Signature: _____

Date: _____