

University of Notre Dame Athletics



Student-Athlete Promotional Activity Request Form

The University of Notre Dame Athletics Department, per NCAA Bylaw 12.5.1.1, is required to obtain written approval for all student-athletes participating in any charitable or non-profit activities considered incidental to participation in intercollegiate athletics.

According to NCAA Bylaw 12.5.1.1, Notre Dame student-athletes may participate in charitable/non-profit activities only under the following conditions:

1. *The student-athlete does not miss class;*
2. *The student-athlete receives written approval from the Director of Athletics (or designee);*
3. *All monies derived from the activity go directly to the charitable/non-profit agency;*
4. *The specific activity in which the student-athlete participates does not involve co-sponsorship, advertisement, or promotion by a commercial agency;*
5. *The student-athlete accepts no compensation of any form other than legitimate and normal expenses such as meals and travel from the institution or charitable/non-profit agency (only if the appearance occurs within Indiana or, if outside of Indiana, within a 100-mile radius of Notre Dame); and*
6. *The student-athlete's name, picture, or appearance is not used to promote the commercial ventures of the organization.*

Please note: Commercial items including the name, likeness, or picture of any Notre Dame student-athlete may not be sold without prior written approval of the Notre Dame Compliance Office.

By signing this form, I acknowledge that I have read and agree to abide by the above NCAA regulations regarding the use of a student-athlete's name, picture, likeness, or appearance in the promotion or involvement of this activity/event.

Signature: _____

Date: _____

NAME OF ORGANIZATION: _____

ORGANIZATION ADDRESS: _____

CONTACT NAME: _____

CONTACT PHONE: _____

CONTACT EMAIL: _____

CONTACT FAX: _____

ORGANIZATION CLASSIFICATION

(CHECK APPROPRIATE BOX)

<input type="checkbox"/>	Educational Agency
<input type="checkbox"/>	Non-profit / Charity Agency
<input type="checkbox"/>	ND Organization
<input type="checkbox"/>	Other: _____

Is the organization a charitable organization under Section 501(c)(3) of the Internal Revenue Code? YES NO

DESCRIPTION OF PROMOTIONAL ACTIVITY: Please provide a detailed explanation of the purpose of the event and the proposed activity on official letterhead and attach it to this form.

WHAT IS BEING REQUESTED? Student-Athlete*

*We do not fulfill request for specific student-athletes or sports.

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ACTIVITY INFORMATION

To be considered, forms must be filled out 3 weeks prior to the date of the event. Completion of this form does not guarantee accommodation, as we can only fulfill requests based on the availability of our student-athletes. Requests for specific student-athletes will NOT be granted.

DATE: _____ TIME: _____ LOCATION: _____
(start & end times) (city and state)

Will money raised from the activity (if any) go directly to the charitable/non-profit agency?

YES NO

Does this activity involve co-sponsorship, advertisement, or promotion by a commercial agency?

YES NO

If yes, identify the commercial entity and describe its involvement. _____

Will the student-athlete's name, picture, or appearance be used in any announcement or promotion of the activity?

YES NO (if yes, please attach a copy.)

Will the student-athlete receive expenses (e.g., meal or transportation) or a nominal gift associated with the event?

YES NO

If yes, what? _____

•• PLEASE REVIEW THE NCAA RULES ABOVE AND SIGN "AGENCY REPRESENTATIVE" AGREEMENT BELOW ••

This completed form should be emailed, faxed or mailed to Ally Stanton, Program Coordinator of Student Welfare and Development at C113 Joyce Center, Notre Dame, IN 46556. If you have any questions or concerns, please contact Ally at astanto1@nd.edu, 574.631.1216 (P) or 574.631.8231 (F).

APPROVAL

Agency: I acknowledge that I am an authorized representative of the agency and that I have read and agree to abide by the above NCAA regulations regarding the participation of a student-athlete at a charitable or non-profit activity. Failure to adhere to NCAA regulations can jeopardize a student-athlete's eligibility.

Agency Representative

Date

Director of Athletics (or Designee): I certify that no student-athlete will miss class to participate in this activity.

Director of Athletics (or Designee)

Date

Compliance: Student-athlete(s) participation in the activity is approved.

Compliance Representative

Date