



## Club/Intramural Sports Donation Request Form

Name of Event \_\_\_\_\_ Event Date: \_\_\_\_\_

Time: \_\_\_\_\_ Location: \_\_\_\_\_ Number of Expected Participants: \_\_\_\_\_

Club Sport: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Description of Event (Be Specific)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Are you charging a fee for this event? YES NO If Yes, How Much? \_\_\_\_\_

Please list the dollar amount you are requesting to be donated: \$ \_\_\_\_\_

If approved, you will be expected to list Dining Services as a sponsor on all advertising before and during your event. You will be emailed a logo to use upon approval.

Please describe in detail how you will recognize Dining Services Sponsorship: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Upon approval contact the University Catering office located in TSC room 232  
**at least 2 weeks prior** to the date of the event to solidify the details

\_\_\_\_\_  
Signature of Approval – Jaclyn Gidley (Club Sports Coordinator)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name