DONATION/AUTOGRAPH REQUEST INFORMATION

<table>
<thead>
<tr>
<th>Name of Requestor:</th>
<th>Phone #:</th>
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<tbody>
<tr>
<td>Name of Organization:</td>
<td>Tax Exempt #:</td>
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<tr>
<td>Organization Address:</td>
<td>Email Address:</td>
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</tbody>
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NCAA guidelines require the following conditions be met in regards to institutional memorabilia and autographs:
The requested item may not be used in fundraising events for any high school organization, high school fund raising event that will benefit a charity or educational project or any high school or prospect-aged individual. (High school is defined as grades nine through twelve); all profit from the promotions activity or project must go directly to the requesting charity, non-profit agency or educational institution; the requested item involving student-athlete’s names may not involve co-sponsorship, advertisement or promotion by a commercial agency other than a company’s logo or trademark on printed materials; an authorized representative of the agency must sign a waiver agreeing to adhere to all NCAA guidelines regarding this request; use of the memorabilia item must have written approval from the Kansas Athletics Compliance Office; and memorabilia may not be sold, traded or donated without written consent of the Kansas Athletics.

This organization is:
- □ Educational or Scholastic-Related
- □ Non-Profit/Charitable [Must include 501(c) documentation]
- □ KU Organization (i.e., fraternity, sorority, student government, etc.)
- □ NCAA institution, conference or entity thereof
- □ Fundraising for a local benefit for sick, injured or disabled individual:
  - Who will benefit? ________________________________
  - Is there a trust fund set up? □ Yes □ No
  - If yes, list bank and city/state: ________________________________
  - Are there 9th-12th graders in the family? □ Yes □ No

*Note: Information (i.e., flyer, brochure, etc.) describing the event must be included/attached to this completed form*

Autograph/Item Request:
- □ Men’s Basketball Team Ball [available only to 501(c)] $100
- □ Women’s Basketball Team Ball [available only to 501(c)] $50
- □ Bill Self Autographed Basketball $50
- □ Les Miles Autographed Football $50

*Note: Please be aware that autographed items may contain smudges.*

- Comments and Date Item is Needed: ________________________________
- Please explain the reason the item is being requested and/or how it will be used (i.e., door prize, fundraiser, auction, etc.): ________________________________
- Proceeds from the event/project will be used for: ________________________________
- Will high school-age students (9th – 12th grades) benefit? □ Yes □ No

My signature below confirms that I have read and understand the NCAA rules and regulations pertaining to this request and agree to abide by all guidelines. I will allow four (4) weeks for processing and understand only one item per request/organization per year is allowed.

Activity/Organizational Representative Signature: ________________________________
Date: ________________________________

Send form and all supporting documents to:
Kansas Athletics Marketing Office
1651 Naismith Dr.
Lawrence, KS 66045
Email: athleticsdonations@ku.edu

COMPLIANCE USE ONLY
- □ Approved
- □ Denied
Compliance Initials: __________
Date: _________________