



IPFW Athletic Department

Student-Athlete Promotional Activity Form

Office of Athletic Compliance

Failure to submit this form to Compliance Office with all necessary signatures **prior** to the event is a violation of NCAA regulations.

Contact Information: Organization: _____ Name: _____

Email address: _____ Phone: _____

Date/Time/Location: _____

Athletic Dept. Supervisor/Coordinator: _____

Describe the **purpose of the activity** and the **duties of the student-athletes** (attach additional information if necessary):

Will the student-athlete(s) miss class? Yes No

Will the student-athlete(s) receive any expenses (meals, transportation)? (may accept **actual and necessary expenses**) Yes No

Will the student-athlete(s) receive any gifts or awards? Yes No

If answered 'yes' to any of the above, please explain: _____

Will a student-athlete(s) name, picture, appearance or involvement be used in advertising/promotion of the activity? Yes No

If 'yes', how will the athletes be used in advertising or promotion? _____

Will money be raised from the activity? If yes, describe specifically what the proceeds will be used for: Yes No

Will there be co-sponsorship or promotion by a commercial agency? If yes, please explain involvement: Yes No

Describe any advertisement used for the activity. (Please attach any advertisement, trademark, or logo used): Yes No

The NCAA rules allow a member institution or conference, or a charitable or education agency to use a student-athlete's name picture or appearance to support its charitable or educational activities, provided the following conditions are met and prior approval from both the Athletic Director and Compliance Office is granted:

- 1) The student-athlete receives written approval to participate from the Director of Athletics/designee.
- 2) The specific activity or project in which the student-athlete participates does not involve co-sponsorship, advertisement or promotion by a commercial agency other than through the reproduction of the sponsoring company's officially registered trademark or logo on printed material such as pictures, posters, or calendars. The company's emblem, name, address, and telephone number may be included with the trademark or logo. Personal names, messages, and slogans (other than officially registered trademark) are prohibited. (The student-athlete's name, picture, or appearance cannot be used in any way which would directly or indirectly imply his/her endorsement of a commercial product or service.
- 3) The student-athlete does not miss class.
- 4) All monies derived from the activity or project go directly to the institution, the Conference, or the charitable or educational agency.
- 5) The student-athlete's name, picture, or appearance is not utilized to promote the commercial ventures of any nonprofit agency.
- 6) Any commercial items with names, likeness or pictures of multiple student-athletes **MAY** be sold **only** at: a) the institution, b) institutionally controlled (owned and operated) outlets, outlets controlled by the charitable or educational organization (i.e. location of the charitable or educational organization, site of charitable event during the event). Items that include an **INDIVIDUAL** student-athlete's name, picture, or likeness (i.e. name on jersey, name or likeness on a bobble head doll), other than for informational items (i.e. media guide, schedule cards, institutional publications) may **NOT** be sold.
- 7) The student-athlete and an authorized representative of the charitable or educational agency must sign the release statement ensuring that the student-athlete's name, image, or appearance is used in a manner consistent with requirements of this section.

Student-Athlete Statement: *In signing this form, I acknowledge that I have read and agree to abide by the aforementioned NCAA regulations regarding my involvement in this activity.*

Name of Student-Athlete Student-Athlete Signature Date

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AUTHORIZED REPRESENTATIVE (noninstitutional charitable, educational, or non-profit agency):
I certify that I have read and agree to abide by the aforementioned NCAA regulations regarding promotional activities.

Print Name: _____ Sign: _____ Date: _____

ATHLETIC DEPARTMENT SUPERVISOR/COORDINATOR:
I certify that I understand the above statements, and will not risk the eligibility of the name student-athlete(s) by having him/her participate in any activities that do not adhere to the above guidelines.

Print Name: _____ Sign: _____ Date: _____

DIRECTOR OF ATHLETICS (or designee):
I certify that I have read NCAA Bylaw 12.5.1.1 and give permission to the above-named student-athlete(s) to participate in this promotional event.

Print Name: _____ Sign: _____ Date: _____

COMPLIANCE OFFICE:
I verify that the student-athlete(s) name(s), image(s), or appearance(s) will be used in a manner consistent with NCAA Bylaw 12.5.1.1.

Print Name: _____ Sign: _____ Date: _____