



THE OHIO STATE UNIVERSITY TRADEMARK & LICENSING SERVICES



University Departments, Student Organizations & Sport Clubs Request For Use Form

Please complete this form and return to:
T&LS Email: dertinger.5@osu.edu T&LS Fax Number: 614.292.2023

Product: _____ Quantity: _____

Product will be: *(check one)*

- Sold to the general public
- Given to members only
- Sold to members only
 - Faculty & Staff
 - Students
 - Members of department

Other: _____

Proceeds will be used for: *(check one)*

- Educational programs
- Support of philanthropy
- Residency expenses
- Social events (please describe):

Other: _____

If Special Event: _____
Title of event Date of event

Specify name of licensed screen printer *(see attached list)*: _____

Proposed design / graphic must be submitted with this form

Cost to you per unit: \$ _____ Product will be sold for: \$ _____

Color of product: _____ Color of imprint: _____

Name of organization making request

Daytime phone

Person making request

Fax Number

Address

City, State, Zip

Do you represent: *(check one)*

- Club
- Student Organization
- Intramural Sports

OSU Department _____
Other: _____

For Internal Office Use Only

Approved
Approved with the following conditions: _____

Denied for the following reason(s): _____

Royalty from vendor:

- Due
- Exempt

Office of Trademark & Licensing Services

Signature: _____
Date: _____