

HOFSTRA STUDENT CLUB & ORGANIZATION TRADEMARK USE

REQUEST FOR APPROVAL

Overview: all student organizations must complete this form and receive approval to use any Hofstra trademarks, in accordance with Hofstra's trademark licensing policy. The University's Trademark Licensing policy can be found at <https://www.hofstra.edu/pdf/about/policy/policy-use-of-hofstra-university-trademarks.pdf>. Please complete and submit the required information below.

A. ORGANIZATION INFORMATION

Organization Name _____
Primary Student Contact _____
Position in Organization _____ Hofstra ID Number _____
Hofstra Email Address _____@Pride.Hofstra.Edu Contact Number _____

B. PRODUCT INFORMATION

Type of Product _____
Does the artwork alter the standard University */or Athletics Logos(Check One) Yes No
Vendor _____
Is this product (Check one) Giveaway Fundraiser Member Only Special Event
Distribution plan and dates _____

Notes:

1. Reminder: an example of the artwork and product design MUST be attached to this form.
2. Vendors must be selected from the **Approved Internal Vendor** list, which can be found at <https://www.hofstra.edu/home/news/ur/licensing/licensing-student-trademark-use.html>
3. Please submit this form with all supporting materials to your Program Advisor.
4. The primary contact and the club's advisor will be notified with an outcome via e-mail

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Program Advisor

Name & Title _____

Signature _____ Date _____

Comments _____

The Program Advisor must forward this form and all supporting materials to the Director of Communications, Office of Student Affairs, 200 Phillips Hall for final approval.

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Office of Student Affairs

Approval (Check One) Approved Approved with Changes Denied

Signature _____ Date _____

Comments _____

Approval # _____