

Student LIFE RSO Donation Request Form

We support our campus community! Need sponsorship for a student organization special event? Complete this form, get the appropriate signatures, and return to the Raiders Store Manager or Assistant Manager.

Name of Activity/Organization _____

Printed Name of Person Requesting Donation _____

Email _____ Phone _____

Student Org. President Signature _____ Advisor Signature _____

Student LIFE Coordinator Signature _____

TYPE OF EVENT

Name of Event _____

Is This Event Open to the Public? Yes No

Recruiting Social Fundraiser Community Service Other

1. Briefly describe the event and reason for your request.

2. Expected number of participants at the event _____ Date and time of the event _____

3. Date the donation is required by and who will pick it up (1 week notice required) _____

4. How will the event be marketed?

- Event T-shirts
- Event flyers or posters on campus
- Banner or table tent in Student Center
- Marquee announcement
- Press release
- Interviews

5. How will the Raiders Store's donation be acknowledged?

- Logo on event T-shirts
- Logo on event flyers, posters, or other print material
- Promo table at event
- Marquee announcement
- Mentioned in press release
- Mentioned in interviews

RAIDERS STORE POLICY

- Store will only donate twice per academic year per registered student organization. Exceptions will be evaluated on a case by case basis. Please see SDC to discuss.
- Form must be turned in, in person.
- RSO imprint item (non-stock item) funding special orders will be evaluated on a case by case basis.