



# UNT Sport Clubs Program

## Sponsorship Proposal Form

CLUB: \_\_\_\_\_ DATE: \_\_\_\_\_

SPONSOR: \_\_\_\_\_ PHONE # \_\_\_\_\_

SPONSOR CONTACT \_\_\_\_\_ TITLE \_\_\_\_\_

**\*\*ALL ACTIVITIES MUST BE APPROVED PRIOR TO ANY ACTION TAKEN!\*\***  
**\*\*THIS FORM MUST BE COMPLETED AND SUBMITTED TO THE ASSISTANT DIRECTOR OF SPORT CLUBS AT LEAST 2 WEEKS PRIOR TO THE SPONSORSHIP.\*\***

1. What is the club obligated to do for the sponsor (Include dates, times, location(s), length of obligations; please be as specific as possible!)? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

2. What is the sponsor offering in return (Include dates, times, length of obligations; please be as specific as possible!)? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

3. What will the donation be used for? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

4. Will UNT have to enter into a contract (If so we need to research all contractual agreements UNT is currently in so we do not breach another contract by entering another.)? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

5. Are there any overhead costs involved (If yes please provide a breakdown and explanation of the costs on the back of this page or on an additional sheet.)? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

6. If any money is handled, how will this be handled (Explain who will be collecting money and where it will be deposited.)? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Comments/Notes/Concerns \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**PLEASE NOTE: All sponsorships must be approved prior to acceptance. All UNT Sport Clubs are extensions of the University. For this reason, in order for a Sport Club or any other student organization on campus to accept a sponsorship, the Development Office, the Vice President's Office, the Legal Department, Risk Management, and finally Rec Sports must all approve the fundraiser. We ask for your patience as this process is not a speedy one, there are many people involved and the answers may take some research. We will do our best to get this done as quickly as possible.**

LIST OF INCOME/EXPENDITURES OF FUND RAISING PROJECT (Attach an additional page if necessary)

<i>ITEM</i>	<i>DESCRIPTION/PURPOSE</i>	<i>COST</i>
EXPENDITURES:		\$
EXPENDITURES:		\$
EXPENDITURES:		\$
OTHER:		\$
OTHER:		\$
OTHER:		\$
GUARANTEED INCOME:		\$
POSSIBLE ADDITIONAL INCOME:		\$
POSSIBLE NET INCOME:		\$

By signing below, you are acknowledging that the information presented is accurate to your knowledge. I also realize that I may be contacted for additional information regarding this issue.

Faculty Sponsor _____ (Print)	Dep. _____
Faculty Sponsor _____ (Signature)	Date _____
Email _____	Phone _____

Student Contact _____ (Print)	Phone _____
Email _____	
Student Leader _____ (Signature)	Date _____

<b>**For Office Use Only**</b>	
Asst. Dir. of Sport Clubs _____ (Signature)	Date _____
Director of Rec. Sports _____ (Signature)	Date _____