ITEM REQUEST FORM

ALL requests are due (4) WEEKS prior to date needed

Return requests to:
WFU Athletics Compliance Office; PO Box 7716; Winston-Salem, NC 27109, or sowellca@wfu.edu
If you have questions please call (336) 758-4620.
(Submission must be accompanied with a letterhead request in regards to the use of the donation.)

Autographed Football and Men’s Basketball Policy

The purchase price of an autographed Football and Men’s Basketball is $50 each, plus an additional $10 shipping and handling charge should you require the item(s) shipped. There are a limited number available per season. Check should be made payable to Wake Forest Athletic Association (WFAA). Item request is the only avenue through which one may secure an autographed Football or Men’s Basketball from Wake Forest University.

Your Name:___________________________________ Name of Organization: _____________________________

Phone 1: (_____) ____________ Phone 2: __________________ Fax: (_____) __________________________

Address: __________________________________________ City, State, Zip: _____________________________

E-mail Address: ____________________________________________________________

Place a check by all that apply to this request

___ Educational Agency *Other than grades 9-12 or junior college

___ WFU Organization If WFU Organization, state name: __________________________

___ Other If Other, indicate: __________________________

___ Non-Profit/Charitable Agency

___ NCAA School

___ Conference

Place a check by the item(s) being requested

___ Autographed Football *Head Coach Only

___ Autographed Men’s Basketball

___ Other Sports/Items: Please indicate what sport(s) and items requested

* (Associated shipping charges may apply)

Describe below the type of Promotional/Fund Raising Activity (Please attach copy of flyer, if available):
________________________________________________________________________________________________________
________________________________________________________________________________________________________

Date of the activity: __________________________

Name the beneficiary of this activity:

Is the beneficiary in grades 9-12 or have a child in grades 9-12? Yes ______ No ______

Will there be any outside organizations involved in the activity? Yes ______ No ______

If yes, whom: __________________________________________

Describe any advertising of the activity bearing the name(s) and/or picture(s) of student-athletes?
________________________________________________________________________________________________________
________________________________________________________________________________________________________

Signature of Organization’s Representative __________________________ Date __________________________

*Completion of form does not guarantee accommodation.

Wake Forest University Athletic Department Use Only

__ Permissible Activity based on NCAA Guidelines

__ Not Permissible

Wake Forest University Athletics Compliance Approval __________________________ Date __________________________