

Provo School District
Policy Series 6000 Finances and Operations

Donation and Fundraising Policy

6110 F1

Use of Provo School District school names and logos

Description of intended use of Provo School District (“District”) school name(s) and/or logo(s):

(a) All intended names and logos to be used.

(b) Nature of the proposed use (fundraising activity, event, gifts, etc.), including any relevant dates.

(c) If you intend to produce or manufacture merchandise, apparel, or other such items, include the nature and description of the items you intend to produce or manufacture, along with the intended quantity.

[Attach graphics, mock-ups, or other visual representations of intended use as appropriate]

(d) Other pertinent information about the intended use. _____

Your name and title: _____

Phone number _____ email _____

Organization _____

Name, title, phone and email of authorized organization representative (other than you) _____

Agreement: *I agree, on behalf of myself and any organization I may represent, that any use of school names and logos will be entirely consistent with the statements I have made herein; that if the intended use is for fundraising, I have reviewed the Provo City School District Donation and Fundraising Policy (“Policy”) to my satisfaction and I agree to follow and be bound by the Policy; that I have not been granted permission to use school names and logos for any purpose other than expressly stated herein; that I have not been granted any ownership interest in school names, logos, or any other intellectual property of the District; that any permission obtained is non-transferable; that the District retains the right to control the use of school names and logos and the right to revoke its approval for use at any time for any reason; that the permissions granted herein are valid only for the time period necessary to carry out proposed activities and in no case longer than four months without express written consent of the District; and that if school names or logos are used in an unauthorized manner, I will deliver to the District, at the District’s sole discretion all items produced and will cease production/distribution of the items.*

Your signature _____ Date: _____

[Below this line for office use only]

Approved by: _____ - [Print] Date: _____

_____ - [Signed]

This approval does not imply Provo School District’s endorsement of any produced items, nor does it imply that the District is in any way responsible for any unintended use of school name(s) and logo(s). The Fundraising Policy can be located on the District website at www.provo.edu