



# LIBERTY UNIVERSITY COMPLIANCE

## CHARITABLE DONATION REQUEST FORM

### NCAA LEGISLATION REGARDING CHARITABLE DONATIONS

NCAA Bylaw 13.15 prohibits all University staff members from participating in the following:

1. Donating memorabilia (i.e., jerseys, hats, t-shirts, autographed footballs or basketballs) to any organization, event, or activity that involves or benefits prospect aged individuals (9th -12th grade and junior college students).
2. Participating in any event in which a donation will be provided to a high school, prep school or two-year college.
3. Providing any financial contributions to a high school athletics program by participating in a fund- raising event.
4. In Men’s Basketball, donating anything to a nonprofit foundation that expends funds for the benefit of a no scholastic team or teams, prospective student-athletes or individuals associated with prospective student-athletes, regardless of whether the foundation provides funding to or services for prospective student-athletes and individuals who are not prospective student-athletes.

Name of the Organization Making the Request: \_\_\_\_\_

Contact Individual: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Website: \_\_\_\_\_ Email: \_\_\_\_\_

What type of item(s) are being requested? (i.e., promotional materials, tickets, autographed memorabilia, etc.)

\_\_\_\_\_  
\_\_\_\_\_

What is the purpose of the Request? (Please check the appropriate box)

- Fundraiser       Auction       Giveaway       Promotion

Date of Activity: \_\_\_\_\_ Please provide your 501(C)3 tax ID #: \_\_\_\_\_

***By signing below, I acknowledge that I have read and understand the previously mentioned NCAA rules regarding impermissible fundraising activities. Furthermore, I agree to follow all guidelines set forth by NCAA and Liberty University.***

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

PLEASE RETURN THIS FORM BY EMAIL : [MBEVINS@LIBERTY.EDU](mailto:MBEVINS@LIBERTY.EDU) OR FAX: 434-582-2076

#### For Athletic Department Use

- Approved       Denied

Signature: \_\_\_\_\_ Date: \_\_\_\_\_