



**VALPARAISO UNIVERSITY
LICENSING PROGRAM WAIVER
FOR STUDENT ORGANIZATIONS**

Officially recognized student organizations using any name, mark, logo, seal and/or symbol identifying Valparaiso University, whether fund-raising or promotional, are required to seek prior approval from the VU Licensing Coordinator, Katharine E. Wehling, Vice President of Marketing, (219) 464-6800. Products sold or given away bearing such marks of the University for the sole benefit of the student organization are exempt from the royalty fee charged commercial vendors.

The Follett Higher Education Group, which operates the VU Book Center, has the exclusive right of sale of University merchandise on-campus. Student organizations producing products for commercial distribution on-campus must use the Book Center as their wholesaler/vendor. Products produced for promotional and other non-commercial purposes must use a licensed vendor. The list of VU licensees is available from Vice President Wehling. All artwork must be approved by the VU Licensing Coordinator prior to production. Please reference www.valpo.edu/marketing for guidelines regarding artwork design.

Local licensed vendors include:

Elegan Sportswear 219/464-8416 Identity Ink 219/548-7199
eWall Graphics 219/406-8633 Pioneer Products 219/462-0229

The following waiver must be completed prior to production of any materials.

Name of Student Organization: _____

Name of Student Managing this Project: _____

Academic Year: _____ Campus or E-mail Address: _____

Description of Project: _____

Length of Project: _____

Artwork has been/will be submitted to Valparaiso University for approval by _____
Date

I verify that the fund-raising/promotional project described above is only for the purpose of generating revenue for or promoting the organization, not for the profit of an individual or business:

Signature of Student Organization Representative Date

The above project has been approved and is exempt from the royalty charge:

Signature of Licensing Coordinator Date