



Royalty Waiver Request

UAF Dining Services and Contract Operations

PO Box 757815, Fairbanks AK 99775-7815
Phone: (907) 474-6661 Fax: (907) 474-5707
E-Mail: uaf.aux@alaska.edu

A royalty waiver is only granted for those items produced as giveaways to be used to promote UAF programs or events. All other uses of trademarks on products resulting in a profit gain are subject to royalty charges. This includes sales for fundraising projects, sales to individual members of an organization, or if the price of an item is built into a fee (i.e. event registration). A royalty waiver request must be submitted each time an order is made with a vendor.

Requestor: _____
Department/Club/Organization Phone

Contact Name Email

Event: _____
Description Date(s)

Product Used For:

- Internal Employee/Organizational Use
- Fund Raiser
- Promotional Giveaway
- Other _____

Product Description and Quantity: _____

Note: Artwork must be electronically submitted to uaf-logo@alaska.edu for approval.

Name of Vendor: _____

Fax Number Email

NOTE: Vendor must be a licensed vendor with University of Alaska Fairbanks. For a list of licensed vendors please visit <http://www.uaf.edu/finserv/aux-bus/trademark-logo-use/> . Questions: email uaf.aux@alaska.edu

Requestor Signature _____ Date

OFFICIAL USE ONLY

Approved Denied Comments: _____

DSCO Representative Signature Date