

# Student Organization Request to Sell Application

THIS FORM ALONG WITH DESIGNS MUST BE SUBMITTED TO MARKETING & COMMUNICATIONS 14 BUSINESS DAYS BEFORE ITEMS WITH ROSEMAN LOGOS, TRADEMARK, OR NAME CAN BE SOLD BY A STUDENT ORGANIZATION.



Submit to [marcomm@roseman.edu](mailto:marcomm@roseman.edu)

## CONTACT INFORMATION

ORGANIZATION REQUESTING EVENT: \_\_\_\_\_ CAMPUS: HD OR SJ

ORGANIZATION PRIMARY STUDENT CONTACT NAME\*: \_\_\_\_\_

*\*The primary student contact is the student assuming the most active role in planning and implementing this event.*

PRIMARY STUDENT ROSEMAN EMAIL: \_\_\_\_\_

PRIMARY STUDENT PHONE: \_\_\_\_\_

ORGANIZATION ADVISOR NAME: \_\_\_\_\_

ADVISOR ROSEMAN EMAIL: \_\_\_\_\_

ADVISOR ROSEMAN PHONE: \_\_\_\_\_

## PROPOSED SELLING DETAILS

EVENT START DATE: \_\_\_\_\_ END DATE: \_\_\_\_\_

ITEMS TO BE SOLD: Please provide an overview of the items you are proposing to sell:

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ITEMS TO BE PROMOTED TO WHICH OF THE FOLLOWING (CHECK ALL THAT APPLY):

- Roseman Students
- Roseman Faculty/Staff
- External Constituents (family, friends, etc.)

## ADVISOR ACKNOWLEDGEMENT

- I am aware of this fundraising effort and approve the organization's involvement.

\_\_\_\_\_  
*Student Club/Organization's Faculty/Staff Advisor: Printed Name, Signature and Date*

## DEAN/PROGRAM DIRECTOR'S OFFICE FUNDRAISING EVENT APPROVAL

*If the Student Organization's membership is restricted to one Academic Program, the member's Dean/Program Director's Office must approve the application; if this is an Interprofessional Organization, it requires review during a joint Dean's/Program Director's meeting.*

- The Dean/Program Director's Office approves this application.

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*Dean/Program Director's Office Designated Administrator: Printed Name, Signature, and Date*

## MARKETING & COMMUNICATIONS (MARCOMM) FUNDRAISING EVENT APPROVAL

- Marketing & Communications approves the application.

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*MarComm Designated Administrator: Printed Name, Signature, and Date*