



# Delaware Athletics Ticket Donation Request Form

Please complete the information below. You must be an authorized representative of the requesting agency/organization/school to submit this request. Please note the following:

- Submitting a form does not guarantee the request will be fulfilled
- A letter on your organization's official letterhead must also be submitted with this form (.doc or .pdf only)
- Requests must be received at least eight weeks prior to the date of activity
- **FORMS NOT FULLY COMPLETED WILL NOT BE CONSIDERED**

Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Fax: \_\_\_\_\_

Organization: \_\_\_\_\_ E-mail: \_\_\_\_\_

What is being requested?

- \_\_\_\_ (4) Tickets to a University of Delaware home football game (based on availability)
- \_\_\_\_ (4) Tickets to a University of Delaware home men's basketball game (based on availability)
- \_\_\_\_ (4) Tickets to a University of Delaware home women's basketball game (based on availability)

What are the tickets going to be used for? (Please provide specifics: Name and date of event; the age group that will benefit from the fundraiser, etc.) Missing information will result in the request being turned down.

If the tickets are to be used for an auction, please provide detailed information regarding where the proceeds will go (i.e. name of charity, purpose of charity, etc.)

If you are approved to receive your requested tickets, you must agree to the following guidelines:

- A. The item shall not be loaned, donated, sold or otherwise transferred to a high school (9th-12th grade), prep school, junior college, or any other group consisting of prospective student-athletes, any staff member of such an institution (i.e. coach, athletic director, principal, etc.) or group; any parent or guardian of a student of these institutions or groups; or any booster organization of such an institution or group.
- B. The tickets shall not be sold, auctioned or traded at any other event besides the event named above without the consent of UD Athletics.

By signing this form I agree to the aforementioned guidelines and understand that the University of Delaware may take legal action should these guidelines be violated.

\_\_\_\_\_  
Signature of Requestor/Recipient of Item

\_\_\_\_\_  
Date

Submit this form, along with a request on your organization's official letterhead (.doc or .pdf) to:

Scott Eatough  
Associate Director, Athletics and Recreation Services  
[eatough@udel.edu](mailto:eatough@udel.edu)  
Subject: Ticket Donation Request

For UD Athletics use only:  
Request Approved \_\_\_\_ Request Denied \_\_\_\_ If denied, reason:

Authorization: \_\_\_\_\_

Compliance Department Authorization: \_\_\_\_\_