



Autograph Request Policy & Procedure

- *Charitable Organization requests for autographs are for in-state organizations only*
- *UGAAA will not provide autographs from student-athletes*

Policy:

- Requests for autograph must be received **in written form** (mail, fax, or email)
Mail: UGA Athletic Association, Attn: Kelly McDaniel, 1 Selig Circle, Athens, GA 30602
Fax: 706-542-9327 Email: Kelly McDaniel - kmcdaniel@sports.uga.edu
- Requests must be made **AT LEAST 8 weeks** ahead of event date (if applicable)
- There will be **NO SIGNING** during the months of DECEMBER and JANUARY, so please do not send items or requests during these months.
- UGAAA **will not provide** autographs from student-athletes

Procedure: **Please select # 1 OR # 2**

1. Your organization may receive (free of charge) one photo autographed by Coach Mark Richt.
2. You may send UGAAA **ONE ITEM** to be autographed by Coach Mark Richt (i.e. a football, jersey, helmet, mini-helmet, book). You are responsible for the purchase of that one item as well as the payment for shipping it to us and must include a prepaid return shipping label (either UPS for Fed Ex).

Ship **ONE ITEM** to: Kelly McDaniel, UGAAA Football Dept.
1 Selig Circle, Athens, GA 30602 706-542-9036

In order for you to receive a donated photo or to have your ONE ITEM autographed and returned to you, you must sign this UGAAA Compliance AGREEMENT FORM regarding NCAA guidelines.

For future use you may go to our website www.georgiadogs.com and select Fans/Football –related requests to download the necessary form. (Policy revised November 2009)

UGAAA will try to meet your organization's deadline; however, we can make no guarantees due to coaches' availability and schedules.

THANK YOU FOR SUPPORTING UGA ATHLETICS!!!



AGREEMENT FORM

By signing below, I agree to the following NCAA guidelines, which apply to any autographed UGA football item (e.g., but not limited to, photo, poster, football, helmet, cap, etc.) which has been signed by a coach or staff member of the University of Georgia Athletic Association.

- 1. The autographed item shall NOT be provided to benefit directly or indirectly any student (athlete or non-athlete) who is prospect age (any student in grades 9 – 12), or to any parent of a prospect age student, or to any high school for fundraising (auction or raffle), or high school staff member (e.g., coach, athletic director, principal, etc.).
2. The autographed item shall not be sold without the written consent of the UGA Athletic Association. A letter from UGAA of consent for fundraising purposes will be enclosed with the returned autographed item.

The UGA Athletic Association reserves the right to request the return of any autographed item. The University of Georgia Athletic Association may take legal action should these guidelines be violated. *The University of Georgia Athletic Association is not responsible for items that are lost, stolen or damaged.

PLEASE PRINT:

This request is for: (check one box) [] Charitable Organization [] Personal Request *

Contact Name _____ Today's Date _____

Name for personal request: _____

Name of Charitable Organization (if applicable) _____ (Personalization is required on personal requests i.e. To John, Happy Birthday Jane!, etc.)

SIGNATURE (required) _____ Email address: _____

Return address for donated items: _____

Telephone Number: _____ Fax Number: _____

Check one box:

[] Included is a prepaid return shipping label (either UPS for Fed Ex), UGAAA does not pay to return any items

[] Will pick up item at UGAAA -

If shipping us an item to be signed - ship to: Attn: Kelly McDaniel, UGAAA Compliance 1 Selig Circle, Football Dept. Athens, GA 30602 706- 542-1515 (remember to enclose your prepaid return label)

Mailing Address: Attn: Kelly McDaniel Football Dept. P.O. Box 1472 Athens, GA 30603