



# REQUEST FOR AUTHORIZATION TO DISTRIBUTE LITERATURE BY NON-STUDENT ORGANIZATIONS

[Request Help](#)

Return form to the office of Business Services, Admin Bldg, Room 371

**Permission is not granted until this form has been returned to the office of Business Services and has received the final approval from the Assistant Vice President for Business Services.**

Name of Applicant:

Organization/Publisher:

Address (line 1):

Address (line 2):

City:

State:

Zip/Postal Code:

Phone:

Description and/or sample of literature:

## PLEASE ATTACH A COPY OF LITERATURE TO BE DISTRIBUTED

How is the literature to be distributed:

Is literature to be sold?    yes    no    If so, how much per copy?

Date distribution desired:                      Time: From                      To

Date distribution will be removed from location:

Location(s) desired:

Number of Participants:

Name and Address of Participants:

### Approvals:

\_\_\_\_\_  
Assistant Vice President of Business Services                      Date

\_\_\_\_\_  
Vice President of Business and Finance                      Date

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