



SACRAMENTO STATE

**Alumni Chapters
Fundraising Pre-Approval
For Sponsorships of \$1,000+ Cash or In-kind
California State University, Sacramento
The University Foundation at Sacramento State**

Alumni Information

Date Submitted: _____

Alumni Member Name: _____ Alumni Chapter: _____

Business Name: _____ Job Title: _____

Business Address: _____

Phone: _____ Email: _____

Event Information

Event Title: _____ Proposed Date: _____ Annual Event/Program? Y / N

Event Location: _____ Annual Fundraising Goal for Event/Program: \$ _____

Event Purpose: _____

Participants: _____

___ I will be asking the business that I work for to sponsor this event for: \$ _____

___ I will be asking businesses that I do not work for to sponsor this event. List all business names, business contact, and amount of annual ask for cash or in-kind of \$1,000+. Or attach prospect list.

Please include any attachments, proposed promotional materials, flyers, etc., and return your completed form to the Jennifer Barber in the Alumni Office, 6000 J Street – MS 6024, Sacramento, CA 95819, jbarber@csus.edu, (916) 278-7464 fax.

Endorsements and Signature:

Alumni Director (Print)

Signature/Date

Review:

___ Approved ___ Approved pending fulfillment of any special requirements noted below:

Comments: _____

Suzette Riddle, Director of Corporate & Foundation Relations

Date