

**Request for Authorization to Use TFS Name and/or Logos**

All requests by a cooperator/third party to use the Texas A&M Forest Service (TFS) name or logo must be approved by the TFS Communications Manager. Use of the TFS name or logo is limited as follows:

* Only an authorized vendor may produce merchandise bearing the TFS name or logos.
* Private companies or individuals creating merchandise with the TFS name or logos may only sell those products to TFS. TFS does not license companies or individuals to create merchandise with the TFS name or logos for sale to the general public.
* Private companies or individuals may not use the TFS name or logos for purposes of advertising or promoting their business, products or services.
* Cooperators working with TFS on joint programs or activities must obtain written permission from TFS prior to using the TFS name or logos on any promotional items or other distributed materials.
* Acceptable appearance and usage criteria are defined in the [TFS Logo & Style Guidelines](https://tfsweb.tamu.edu/content/article.aspx?id=20012).
* The TFS name and logos may not be used in connection with political candidates or with political activities, endorsements or elections.
  + - Merchandise bearing the TFS name or logos and produced by non-authorized vendors may be considered infringing and subject to all available legal remedies.
* For additional guidance regarding acceptable or inappropriate uses of TFS name or logos, contact the TFS Communications Manager.

**Linda Moon**

**Manager, Marketing and Communications**

**(979) 458-6600**

**lmoon@tfs.tamu.edu**

By requesting to use the TFS name or logo you acknowledge that you understand and will abide by the above limitations and TFS Style and Logo Guidelines. If you are sharing the file with a designer or other approved entity, you acknowledge that you will share the guidelines with them and that they abide by the guidelines. You may not alter the TFS name or logo in any way, including proportion, color, element, type, etc.

You must use only the logo or seal format provided by TFS. The logo must appear by itself— it may not be combined with any other graphic or textual elements and may not be used as a design element of any other logo or trademark.

TFS reserves the right, at any time and without cause, to modify or suspend these guidelines and withdraw any permission granted under any agreement to use any TFS logo. TFS reserves the right to take action against any misuse or unfair, misleading, diluting, or infringing use of TFS' name or logo. All logos are available in JPEG, PNG and TIFF formats.



**Request for Authorization to Use TFS Name and/or Logo Form**

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| **Requestor Name:** |
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| --- | --- | --- |
| **Title:** | **Email:** | **Phone Number:** |
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| **What is the purpose of the request? How and where will the TFS name or logo be used?** |
| **For what period of time is requestor seeking to use the TFS name or logo?** |
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| **Acknowledgement of Compliance**  **I acknowledge that I understand and will comply with the guidelines and limitations on the use of the TFS name and/or logo, and I will ensure that designers and others that I share this logo with will comply.**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Signature of Requestor Date** |
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| **Approval**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **TFS Manager, Marketing and Communications Date** |