

UTSA Orientation and Family Programs
2012 Donorship Request Form
Roadrunner Planner & Roadrunner Roundup Slideshow

Date: _____ Department/Organization: _____

Contact Person: _____ Contact Phone #: _____

Check all that apply:

Ad in the Roadrunner Planner

1/3 page - \$175 ½ Page - \$300 Full Page - \$625

Inside Front Cover - \$1,500 Inside Back Cover - \$1,500

Outside Back Cover - \$2000

Welcome Slideshow Slide - \$150

Sub-Total: _____

Total Amount Due: _____

Payment Option 1 – Interdepartmental Transfer (IDT):

UTSA Account Number: _____

Payment Option 2 – Check:

Please make check payable to UTSA and remember to include when submitting this form

Payment is due by Noon on December 19, 2011

If you plan to make the payment in person please bring check to the OFP Office MS 2.01.10

**Artwork must be sent electronically to Diana.hernandez@utsa.edu
and is due to OFP no later than **Noon on January 10, 2012****

No refunds will be issued for artwork that is not submitted by the deadline

****Please make a copy of this invoice to keep for your records.
Thank you.**

For office use only

Date Paid: _____ Received by: _____ Form of Payment: _____ Receipt #: _____ Other: _____