



Material Request Form

Thank you for expressing an interest in using the Christopher Newport University logo. Christopher Newport University's name, logo, designs, photographs, product identifiers, slogans, trademarks, and service marks may not be used in any advertising, publicity, promotion, or other commercial manner without the prior written consent of the Office of Communications and Public Relations at Christopher Newport University. One time use of specified material will be granted per consent form.

Requestor Information

Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone Number: _____ Email Address: _____

Material Requested: _____

Will the material requested be used on a print piece or on a web site? _____

Reason for request:

Signature

Date

Note: All material requests are processed within five to ten business days. However, if you need the material sooner than that, we will try to accommodate your request. Christopher Newport University retains the right to accept or reject any requests submitted. The CNU name, logo, designs, photographs, product identifiers, slogans, trademarks, and service marks may not be used in any way or manner that implies the endorsement of any person, product, program or service. No one may manufacture for sale a product containing or featuring the logo, marks, name, or banners of CNU. Anyone who receives written permission to use the logo, marks, name, or banners incurs an obligation and fiduciary duty to maintain the integrity and consistency of the logo, marks, name, or banners. Inappropriate use of the material in any manner may result in legal action.

Submit your forms to: Office of Communications & Public Relations, Christopher Newport University, 1 University Place, Administration Building, Suite 313, Newport News, VA 23606. Telephone: 757/594-7974, Fax: 757/594-8728.