CRAFTER LICENSE APPLICATION

Thank you for your interest in the University of North Dakota License program. The purpose of this application is to obtain detailed information about your craft and the product(s) you seek to produce under license. Each application is thoroughly reviewed to determine if issuance of a license is in the best interest of our licensing program. Applications should be completed as thoroughly and accurately as possible.

REQUIREMENTS

1. Items must be hand-made, no commercially manufactured items are allowed. Determination of “hand-made” is at the discretion of the University.

2. Completion of this application
   • The application must be completed and submitted with an image, photograph or physical sample of the proposed product(s) to UND Licensing. It is important that crafter attempt to match UND green (PMS 347) as close as possible when applicable
   • Pending application approval, a one-year Crafter License Agreement along with further instructions will be sent to the Crafter for review and signature

3. Upon approval, crafters may only sell items direct to individuals at craft events, fairs, crafter websites or personal websites using a third-party payment processor. In addition:
   • No sales may be made wholesale or to third party (i.e. retail)
   • No solicitation of sales may be made on campus or at athletic events unless express permission is given by UND Licensing Department
   • All licensed merchandise must be tagged with officially licensed labels
   • Sell no more than specified units or specified sales worth of merchandise under each agreement

FEES

• Standard Crafter License: $100 for each issued License Agreement
• Dacotah Legacy Collection License: $100 for each issued License Agreement. A Standard Crafter License is required to be in place to issue this license.
• Officially licensed labels will be provided by the University

NOTE – this application IS NOT A CONTRACT. Unauthorized use of the University’s trademarks is a violation of state and federal law, subject to civil and criminal remedies. You are not authorized to sell UND products until you receive the following:

1. A fully executed Crafter License Agreement
2. Confirmation that license fees have been received by UND licensing
3. Confirmation that products and graphics have been approved
PLEASE COMPLETE THE FOLLOWING APPLICATION LEGIBLY.

COMPANY INFORMATION

Applicant Full Name__________________________________________________________

Company Name (or “self”)_____________________________________________________

Street Address______________________________________________________________

City_________________________ State / Province______________________________

Postal / Zip Code_________________________ Country____________________________

Phone Number _____ - _____ - ___________ Email ________________________________

Website or Online store name ________________________________________________

Are you an alumni of UND? Are you a current student at UND?
☐ No      ☐ Yes      ☐ No      ☐ Yes

CRAFT PRODUCT INFORMATION

Have you produced items bearing University of North Dakota trademarks prior to this application?
☐ No      ☐ Yes If yes, please explain:__________________________________________

__________________________________________________________________________

__________________________________________________________________________

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__________________________________________________________________________

__________________________________________________________________________
Please list the item(s) you would like to produce and sell that would bear marks trademarked by University of North Dakota.

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*If you have additional items to add, please list on separate page.*

Where do you plan to sell your product(s)?

- [ ] Craft Shows, Craft Fairs  
- [ ] Person to person  
- [ ] Website/ Online  
- [ ] Unknown  
- [ ] Other  If other, please explain: ________________________________

Do you have or intend to create a sales-enabled website?

- [ ] Yes, I have a site already  
  Please provide URL ____________________________
- [ ] Yes, I plan to create a website  
- [ ] No, I will not be selling online  
- [ ] I am unsure at this time

Will the product be produced at your home?

- [ ] No  
- [ ] Yes

If no, please state where the products will be made and by whom

____________________________________________________________________________

____________________________________________________________________________

Do you hold any other college or professional licenses?

- [ ] No  
- [ ] Yes  If yes, list: ________________________________________________________

____________________________________________________________________________
PRICING

What is the approximate cost of production (Include each item listed above)?

What is the intended retail price?

How many items do you expect to sell in one year?

Please provide additional information you think is relevant to your license application:

SAMPLING

PLEASE BE SURE TO INCLUDE A SAMPLE WITH YOUR APPLICATION. Applications will not be considered until samples are received.

Let us know which of the following ways you will be submitting your samples.

☐ Email images of the product and design concepts
☐ Drop by our office in Grand Forks with the physical sample
☐ Mail in a physical sample (if you’d like us to return, please include return postage)

NOTE: Some products may require physical samples be shipped to licensing, the licensing office will reach out if this is required.
APPLICATION ACKNOWLEDGMENT

I have read and understand the guidelines for the UNDCrafter License Program and hereby state to the best of my knowledge all information provided is accurate. I also state I will comply with the guidelines of the UNDCrafter License Program.

I understand this Application is NOT A CONTRACT. Unauthorized use of the University’s marks is a violation of state and federal law, subject to civil and criminal remedies.

Signature__________________________________________________________

Printed Name_____________________________________________________

Company Name____________________________________________________

Date __________________________

RETURN COMPLETED APPLICATION TO:

University of North Dakota Licensing Department
2751 2nd Ave N Stop 9013
Grand Forks, ND 58201

OR e-mail:
UND.licensing@UND.edu

Please allow two weeks for review. Thank you!

QUESTIONS?
Please contact UND Licensing at 701-777-2237 or UND.licensing@UND.edu