

Cortaca License Application

Standard License Application

The applicant should answer all information below to the best of their ability so that a proper evaluation of the application can be made. Please note that when the application is reviewed it is taken into consideration how thoroughly the application was completed by the applicant, and that both Ithaca College and SUNY Cortland may contact the applicant and/or references to clarify information.

Completed applications should be emailed to cortaca@ithaca.edu for review.

Company Information

Company Name _____
Contact Name _____
E-Mail _____
Phone ____ - ____ - ____ Fax ____ - ____ - ____
Company Website _____
Mailing Address _____
City _____ State/Province _____ Zip/Postal _____ Country _____

Please list your company contacts for the following area:

Artwork Contact

Name _____
Title _____
E-Mail _____
Phone ____ - ____ - ____ Fax ____ - ____ - ____
Mailing Address _____
City _____ State/Province _____ Zip/Postal _____ Country _____

Type of Organization (Select one): Include additional owner, partner, and/or officer information. Use an addition sheet if necessary.

☐ Corporation

Inception Date _____ State/Province _____

Owner/Partner _____

Title _____

Owner/Partner _____

Title _____

☐ Limited Liability Corporation

Inception Date _____ State/Province _____

Owner/Partner _____

Title _____

Owner/Partner _____

Title _____

☐ Partnership

Inception Date _____ State/Province _____

Owner/Partner _____

Title _____

Owner/Partner _____

Title _____

☐ Proprietorship

Inception Date _____

Type of Business (select one):

☐ Ad Specialty ASI# _____ PPAI# _____

☐ Distributer

☐ Manufacturer

☐ Retailer

☐ Other (please explain) _____

License Information

Are you or any principle in your company an Alumnus of either of these institutions?

☐ No

☐ Yes, _____

Do you presently hold license agreements, in good standing, with any other collegiate entities?

☐ No

☐ Yes (please attach a separate sheet listing all agencies and institutions currently licensed with)

Please List Two Client References:

Client 1 Reference

Name _____

Address _____

City _____ State/Province _____ Zip/Postal _____ Country _____

Phone ____ - ____ - ____ E-Mail _____

Please briefly describe your relationship to this client and the type of product created/delivered:

Client 2 Reference

Name _____

Address _____

City _____ State/Province _____ Zip/Postal _____ Country _____

Phone ____ - ____ - ____ E-Mail _____

Please briefly describe your relationship to this client and the type of product created/delivered:

Licensors Reference*

Name _____

Address _____

City _____ State/Province _____ Zip/Postal _____ Country _____

Phone ____ - ____ - ____ E-Mail _____

***Note: Licensors Reference is an entity for which you are licensed, or have previously held a license. If you haven't been licensed before, please mark N/A.**

Manufacturing Information

Please provide the following information to the best of your ability. Please do not leave any information blank, and please use "N/A" only when no answer can be reasonably given.

Have you ever produced merchandise for either Ithaca College or SUNY Cortland for which you are applying?

☐ No

☐ Yes

Please indicate which institution and provide a brief description of the merchandise produced below:

Who is manufacturing the finished product for which you are applying?

☐ Internal

☐ Outsource

If outsource, please provide the following information for the company manufacturing the product. Please attach an additional sheet if needed.

Company Name _____

Contact Name _____

Address _____

City _____ State/Province _____ Zip/Postal _____ Country _____

Phone ____ - ____ - ____ Fax ____ - ____ - ____ E-Mail _____

Who will be applying the Cortaca trademark to the finished product?

☐ Internal

☐ Outsource

If outsource, please provide the following information for the company manufacturing the product. Please attach an additional sheet if needed.

Company Name _____

Contact Name _____

Address _____

City _____ State/Province _____ Zip/Postal _____ Country _____

Phone ____ - ____ - ____ Fax ____ - ____ - ____ E-Mail _____

Manufacturing Information (Continued)

Method for applying the marks to the products:

☐ Screen-printing

☐ Embroidery

☐ Other (please explain) _____

If approved, how long will it take you to begin production of products bearing the Cortaca trademark?

Distribution Information

Where are you planning to sell your product? (Mark all outlets where you have a strong likelihood of obtaining orders.)

☐ Alumni Association

☐ Concessionaire

☐ Convenience Store

☐ Campus/Student Group

☐ Direct Response

☐ University Department

☐ Bookstore

☐ Mass Merchants

☐ Athletic Department

☐ Fundraiser

☐ Online Store

☐ Catalog

☐ Discount Store

☐ Department Store

☐ Sports Specialty

Please identify each of the distribution channels marked above:

Prospective Licensee Statement

1. I hereby affirm that my answers to the above questions, are, to the best of my ability, true, accurate, and complete. Ithaca College and SUNY Cortland will verify information through available resources where applicable. I understand that any license which may be granted to me by Ithaca College and SUNY Cortland will be subject to immediate termination, without the return of any amount paid or the abatement of any amount due, in the event that either institution finds that I have supplied false, misleading, fraudulent, or incomplete information.
2. I hereby acknowledge the proprietary nature of all terminology and marks of Ithaca College and SUNY Cortland and I further acknowledge that all rights, titles and interest to such terminology and marks belong to each respective client. I agree that I will make no use of any Ithaca College and SUNY Cortland's marks or terminology without written consent from both institutions. I understand that acceptance of this application by Ithaca College and SUNY Cortland does not constitute a license or that such acceptance requires these institutions to enter any licensing agreement.
3. I hereby agree that my product or concept submitted upon request will be reviewed and accepted or rejected at the discretion of Ithaca College and SUNY Cortland.
4. I hereby acknowledge that the submission of any and all product samples is at my expense and that product samples will not be returned.

Ithaca College and SUNY Cortland have agreed that any product sample(s), mock-up(s), etc. that I submit upon request will be examined for approval only by the institutions. I acknowledge that Ithaca College and SUNY Cortland may license other products similar to mine without obligation to me.

Officer/Agent (Print Name): _____

Title: _____

Signature: _____

Date: _____