**GUIDELINES**

In order to submit a request for donated Pepsi products, the following guidelines must be followed:

* All requests must be submitted to Tami Thibodeau, Assistant Director of the Skutt and Harper Centers. Ms. Thibodeau can be contacted via email at tthibodeau@creighton.edu.
* Product is available on a first come, first serve basis.
* Priority is given to events primarily attended by Creighton Students and sponsored by recognized student organizations.
* All requests must be submitted utilizing this form. Requests are required a minimum of 16 calendar days prior to the event to allow for ordering and delivery. Requests must be submitted prior to the close of business day at 4:30 PM.
* Pepsi must be recognized at your event (i.e. acknowledgement in a program, by hanging a Pepsi banner—which can be provided, or verbally announcing Pepsi’s contribution).
* Product is delivered to the Skutt Student Center. You will need to work with Tami Thibodeau to arrange a time for pick up.
* ***Ice or coolers will not be provided for your event***. The organization/individual is responsible for purchasing ice and bringing coolers for the donated beverages.
* Unused product must be returned to Student Life within 72 hours of your event.

**PEPSI BRAND SELECTIONS AVAILABLE FOR DONATION**

20 oz. CARBONATED SOFT DRINKS (24/cs)

Pepsi, Diet Pepsi, Diet Max, Diet Caffeine Free Pepsi, Wild Cherry Pepsi, Diet Wild Cherry Pepsi

Mountain Dew, Diet Mountain Dew, Code Red (Cherry), Live Wire (Orange), Mountain Dew Voltage (Raspberry), Sierra Mist Natural, Diet Sierra Mist Natural, Mug Root Beer, Orange Crush

20 oz. LIPTON BRISK (24/cs)

Lemonade, Fruit Punch, Strawberry Melon.

20 oz. AQUAFINA WATER (24/cs)

NATURAL & PURE**,** FLAVOR SPLASH: Raspberry, Strawberry Kiwi, Wild Berry, Grape

20oz LIPTON ICED TEA – PLASTIC BOTTLES (24/cs)

Brisk Sweetened with Lemon, Green Tea With Citrus, Green Tea With Citrus Diet.

20 oz. GATORADE G2 (24/cs)

Grape, Fruit Punch, Glacier Freeze, Raspberry Melon

\*\*\*\*

***Please email this form to tthibodeau@creighton.edu***

**Contact Information**

Organization/Department Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Organizer’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Organizer’s Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Organizer’s Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Project Information**

 Event Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Event Description: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Is this event a fundraiser? 🞎 Yes 🞎 No

If yes, who will the proceeds benefit? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Event Date/Time: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Location: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Anticipated Attendance Numbers: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Audience Information (who will be consuming the product): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Pepsi’s acknowledgement: 🞎 logo in program 🞎 check out banner 🞎 verbal announcement

Tami Thibodeau(Skutt Student Center)has been contacted regarding pick up of your request:🞎Yes 🞎No

**All product is delivered to the Skutt Student Center**.

**Product Selection**

*Please list product selection and quantities requested\_\_\_*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Signatures

*I understand the attached guidelines and agree to follow them for the event.*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student/Organizer Signature Date Submitted

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Student Life Signature (Tami Thibodeau)Date Approved