

Virginia Tech Athletics

2011-2012 Athletically-Related Income/Benefits

University policy requires that any employee engaging in outside employment activities must have those activities approved by their department head. NCAA Bylaw 11.2.2 requires that all full or part-time Virginia Tech Athletics Department staff members (excluding secretarial or clerical) must provide a written detailed account annually to the president or chancellor of all athletically-related **income and benefits received from sources OUTSIDE Virginia Tech.** These types of income and benefits include (but are not limited to):

- Sports camps
- Television and radio programs
- Commercial endorsements
- Endorsement or consultation contracts with athletic shoe, apparel, or equipment manufacturers
- Income from annuities (provided by entities outside the University)
- Housing benefits (including preferential housing arrangements)

Do **NOT** list any income or benefits provided by the University (e.g., complimentary tickets), or anything that is included in a University employment agreement/contract (e.g., country club membership).

EMPLOYEE'S NAME (please print): _____

The following is a listing of all OUTSIDE athletically-related income and benefits that I anticipate receiving during the period September 1, 2011 through August 31, 2012:

SOURCE(S) OF INCOME	AMOUNT
_____	_____
_____	_____
_____	_____
_____	_____

I understand that if actual income/benefits received differ significantly from this prediction, it is my responsibility to amend this form. Also, if any additional income/benefits are received during the **2011-2012 year**, it is my responsibility to request prior approval from the Director of Athletics.

Employee's Signature _____
Date

Prior approval granted by department head (Director of Athletics), per University policy:

Director of Athletics' Signature _____
Date

Report reviewed by President (or designee), per NCAA policy:

President's (or designee's) Signature _____
Date