

How to Submit Your UCLA Product Request

Online Portal : www.marks.ucla.edu



**Start a new request to use
UCLA Marks**



**Learn about the Policies and
Guidelines**



**Report misuse of UCLA
Marks**

Welcome to the UCLA Marks Portal

Thank you for helping UCLA represent the highest quality and standards worldwide.

This portal helps you start a new request, report misuse, or just to learn more about UCLA Marks.

Get Started

[Start here to request use of UCLA Marks](#)

[Learn about the policies and guidelines](#)

[Report misuse of UCLA Marks](#)

[Need more help? Check out our FAQs Here!](#)

UCLA

Trademarks & Licensing
An Enterprise of Associated Students UCLA

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Request to use UCLA Marks

This form will guide you through your requests to use the UCLA Marks, help you understand the policies, and obtain the necessary permissions.

What would you like to do?



Request use of UCLA Mark on Physical Object

Request use of UCLA Marks for media content (videos, shows, websites)

Create a UCLA department logo

Create a logo containing a Non-UCLA third party

Learn how to acquire a UCLA domain name for a website

Report misuse of UCLA Marks

You selected: Request use of UCLA Marks on physical objects

This includes objects that you might sell or give to others, such as office supplies, bags, clothing, giveaways, promotional items, to name a few examples.

To complete this request form, be prepared to upload files with:

1. A visual, sample, or mock-up of each proposed use.
2. Copies of any relevant invoices, contracts, or agreements.

Click "Next" to continue or "Back" to make a different selection...

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Contact Information

About You

First Name	<input type="text" value="Jo"/>
Last Name	<input type="text" value="Bruin"/>
Email	<input type="text" value="jbruin@8clap.ucla.edu"/>
Phone	<input type="text" value="X4-ucla"/>

Which department are you with?

If you do not have a UCLA ID, please enter your mailing address here:

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Proposed Use of Marks

Is this request for an official UCLA business purpose?

<input checked="" type="radio"/> Yes	<input type="radio"/> No
--------------------------------------	--------------------------

Will this request will be used at an event or program?

<input checked="" type="radio"/> Yes	<input type="radio"/> No
--------------------------------------	--------------------------

If this request involves a non-UCLA third-party company or organization, please provided the following:

Name	<input type="text"/>
Mailing address	<input type="text"/>

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Project Details

Briefly describe why the marks are being used.

Gifts to Welcome Back Bruins!

If the marks will appear online, please include the website address (URL):

8clap.ucla.edu!

Briefly explain how the proposed use would benefit the University.

We've been quarantining but not hibernating...whether virtual, in-person or hybrid, let's take time to celebrate being BRUINS!!!!

Please add the following information about your event or program:

Event name:

Welcome Back Bruins!

Host of event:

Jo Bruins "they, them, theirs"

Location of event:

World-wide"

Date held: (yyyy/mm/dd)

Everyday!

Product category:

Toys & Games

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Specific product:

Plush Toys

Product Details

Manufacturer of the pre-marked item (Hanes, Pilot, Contigo)

Bruins Are Us!

Number of units ordered: (whole numbers only)

300

Cost per unit: (decimal numbers only)

\$6.00

Total estimated cost:

\$1800.00

Date product is needed (yyyy/mm/dd)

03/02/2021

Name of the UCLA Licensed Vendor:

Fairware Promotional Products

How will this product be distributed?

Give-away

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Upload Files


Upload files with the following:

- artwork or a sample of each proposed use
- mock-up or screenshot of any online use
- copy of the agreement or contract between UCLA and the third-party
- written permission from the third-party to use their trademarks for this purpose

Upload up to 5 files here:


File 1:

Drop files or click here to upload



File 2:

Drop files or click here to upload



Ucla®



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Acknowledgements

Please click on each box and sign below to indicate that your agreement to these terms.

Item 1:

If permission is granted, the marks will only be used as described in this request.



Item 2:

Permission to use marks may be withdrawn at any time as provided in [UC DA0864](#).



Item 3:

The use of marks does not constitute endorsement of an organization or group.



Item 4:

Branded consumer products (for sale or for promotional giveaway) must be purchased from a licensed vendor.



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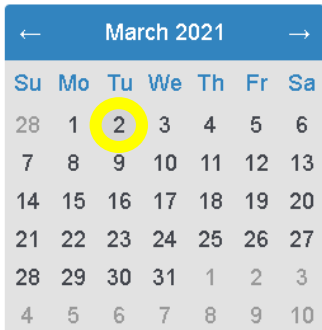
Requestor Signature

Requester's Signature (use any input device, mouse, touchscreen, etc.)



A digital signature of "Jo Bruin" is displayed in a black cursive font on a yellow background. Below the signature is a "clear" button.

Enter a date:



A calendar for March 2021 is shown. The date 03/02/2021 is selected and highlighted in yellow.

Su	Mo	Tu	We	Th	Fr	Sa
28	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	1	2	3
4	5	6	7	8	9	10

03/02/2021

IMPORTANT: DO NOT TYPE IN A DATE, USE THE CALENDAR TO CLICK ON THE DATE

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Save these numbers:

Please do not forget to click "NEXT" to submit your request.

Your Project ID is:

5524947

Please save this for future reference.

NOTE: This is a randomly generated number permanently assigned to this request.

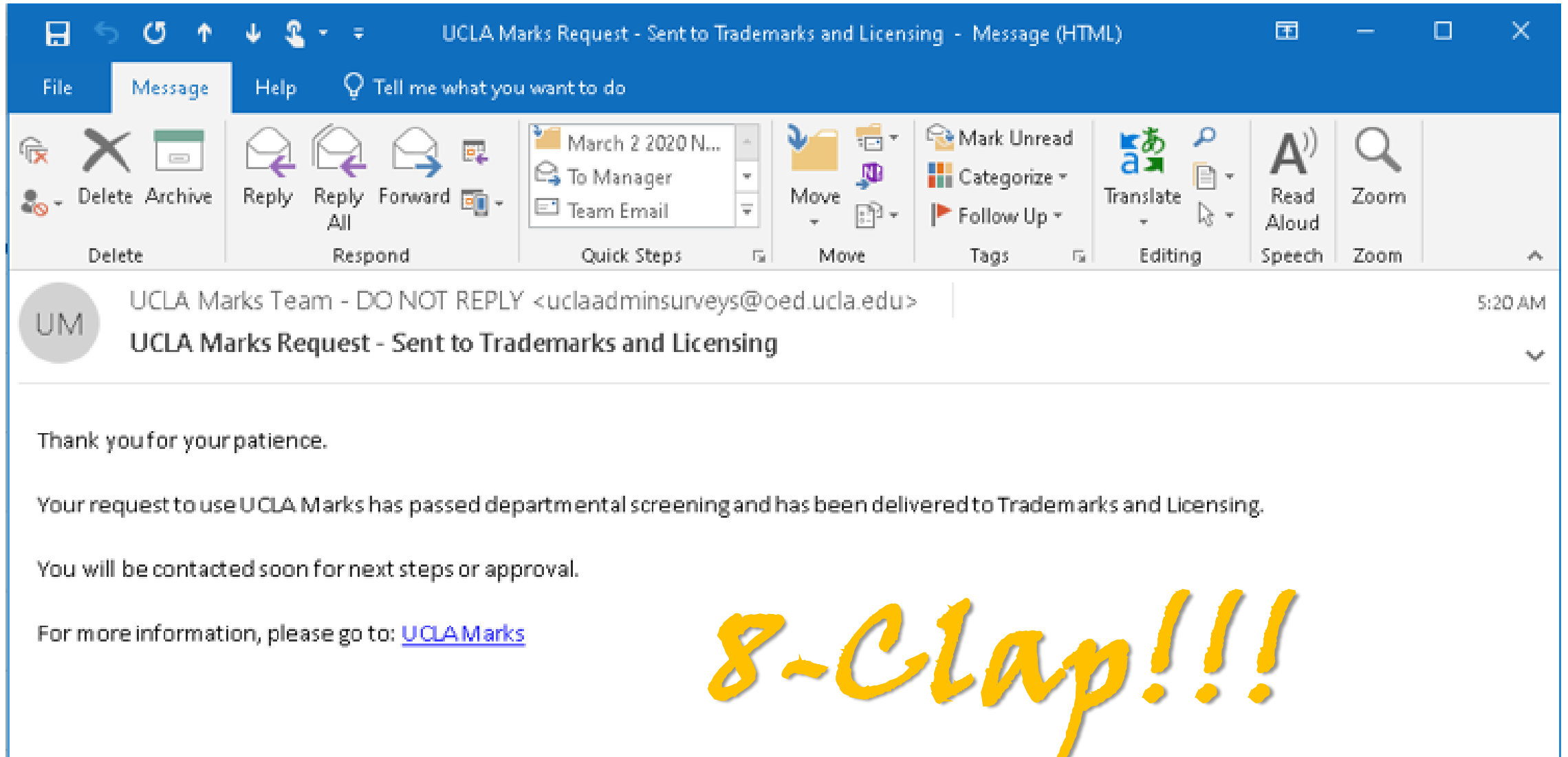
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You Have Successfully Submit Your UCLA Product Request!

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The screenshot shows an email client window titled "UCLA Marks Request - Sent to Trademarks and Licensing - Message (HTML)". The interface includes a ribbon with "File", "Message", and "Help" tabs. The "Message" tab is active, displaying various action buttons such as "Delete", "Archive", "Reply", "Reply All", "Forward", "Move", "Mark Unread", "Categorize", "Follow Up", "Translate", "Read Aloud", and "Zoom". The email content is as follows:

UM | UCLA Marks Team - DO NOT REPLY <uclaadmins@oed.ucla.edu> | 5:20 AM
UCLA Marks Request - Sent to Trademarks and Licensing

Thank you for your patience.

Your request to use UCLA Marks has passed departmental screening and has been delivered to Trademarks and Licensing.

You will be contacted soon for next steps or approval.

For more information, please go to: UCLAMarks

8-Clap!!!