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**Request for use of University of Glasgow marque in relation to research**

We encourage collaborative interactions with external partners and will approve requests to use the University’s name, crest or identity to endorse funded research, or the outputs or outcomes from the research, following a due diligence assessment of the association.

The final decision to approve use of the University’s identity will be made on the recommendation of the Research Communications Manager in Research Services Directorate, who will liaise with others as appropriate.

To request use of the University of Glasgow marque, third parties should complete Sections A and C in the form below and ask the PI (lead academic) to complete Section B. Please include as much supporting information as possible. We will aim to respond to this request within three working days.

**Return the completed form to:**

**Laura Tyler, Research Communications Manager, Research Services Directorate**

**Email:** [laura.tyler@glasgow.ac.uk](mailto:laura.tyler@glasgow.ac.uk)

1. **To be completed by the third-party requesting use of the University marque:**

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| **Contact details** | Name |
| Organisation |
| Email |
| Tel no. |
| Date |

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| **Who are you working with at the University?** |  |
| **Please state the nature of the collaboration with the University** |  |

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| **How do you intend to use the University marque?**  (We would appreciate seeing the marque in situ once approved). |  |
| **Please indicate how the marque will be used in relation to a factual situation.**  (The marque should be used alongside factual statements about the collaboration and not in a way that provides endorsement, so please indicate the wording you intend to use). |  |
| **What would the benefit be to the University?** |  |

1. **Approval by the University (PI/lead academic)**

Please obtain approval from the relevant Principal Investigator (PI)/lead academic for the collaboration*,* by adding a signature below or appending an e-mail indicating approval with this submission.

Please note: the PI will approve this request considering the University’s research policies (to be found at <http://www.gla.ac.uk/research/aims/ourpolicies/>); the University retains the right to withdraw this permission at any time.

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| **Name of PI** |  |
| **Signature** |  |
| **Date** |  |

1. **Your approval**

Your signature is required to agree that the University marque will be used in line with the [University’s brand guidelines](https://www.gla.ac.uk/myglasgow/staff/brandtoolkit/brandelements/logo/).

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| **Name** |  |
| **Signature** |  |
| **Date** |  |