

**University of Houston System at Sugar Land
Acknowledgement of Sponsorship Obligations**

To: _____
(Reservation Office)

As _____, I have been authorized to represent that
(Title or Position)

_____ has agreed to sponsor
(Sponsoring University/Student Organization)

_____ for the use of
(Organization/Applicant)

_____ for the purpose of
(Specify Space Desired)

to be held _____.
(Dates and Times)

In the event that the sponsored organization fails to meet all the financial obligations incurred for the use of the described space, the sponsoring organization shall accept full responsibility for those financial obligations. Accordingly, I acknowledge that the sponsoring organization will be billed for any amounts due to the university and not paid by the sponsored organization. I acknowledge that this form will not serve as a reservation of the space; nor will it serve to endorse the person or organization seeking sponsorship, their products/services, or their opinions; nor will it obligate or assign liability to the unit with assigned authority over the space, the university, or the UH System in any way.

Name

Date

(Dean, Division Head, or Equivalent)

Date