



PRINCETON UNIVERSITY QUARTERLY REPORT FORM

COMPANY NAME _____

COMPANY ADDRESS _____

CITY/STATE/ZIP _____

Quarterly Report for (check one)

Reporting Year 20_____

1st Quarter – January 1 – March 31

2nd Quarter –April 1 – June 30

3rd Quarter – July 1 – September 30

4th Quarter – October 1 – December 31

Please list sales below or attach your company sales documentation for sales/royalties:

Customer Number	Customer Name	Invoice Number	Date	Sale Amount	**Royalty Per Agreement
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Total Gross Sales \$ _____

Subtract Returns if applicable \$ _____

Royalty Due for Quarter(as shown above): \$ _____

Less Annual Minimum Royalty Advance Credit Balance \$ _____

Balance of Royalty Amount Due: \$ _____

(Credit Balance Remaining): \$ _____

Mail check payable to "The Trustees of Princeton University" and send it with this completed form to:

Address: Allison Brooks
Associate Director, Trademark Licensing
Princeton University
701 Forrestal Road, Forrestal Campus
Princeton, NJ 08540

Email: allisonb@princeton.edu

We have examined this report and certify it to be a true and correct statement as reflected by our books for the quarter concerned.

SIGNATURE _____

NAME/TITLE _____

TELEPHONE# _____

and Email _____

** PLEASE NOTE that the Royalty is to be calculated on the aggregate gross price, including the royalty amount, charged to the Customer.