

Stewarding Your Members

1. Create a budget in order to purchase stewardship items to thank scholarship donors, membership donors, guest speakers, etc. \*\*\*We recommend pulling funds from your yearly incentive after achieving Scarlet or Grey Status.
2. Create a committee or group to decide what items will be used for stewarding constituents each year.
3. Research various websites from below in order to find the item(s) that you would like to purchase. \*\*\* Alumni groups may also use a local company if they wish
4. If you are planning on purchasing items for a particular event, make sure that you provide plenty of lead time in order to complete the process. \*\*\*We recommend a minimum of 3 months before your event to start the process.\*\*\* The approval process for new logos can sometimes take longer.
5. A. If you plan to use your pre-approved club/society logo, be sure to have that prepared in order to share with the company that you use.

B. If you plan to use any logo that is not included in your toolkit, be sure to reach out to your OSUAA representative in order to start the approval process from Ohio State’s Trademark and licensing team.

1. Contact the company that you have selected to use in order to discuss samples and mock-ups of your product. After the total number of items, the appearance, and the price is all agreed upon, then the company will move forward with completing your order.
2. After receiving the order and completing payment, we recommend taking these items to every event that the club/ society hosts. You never know when you might have a new member join or when you might want to provide a giveaway for a lucky winner.

**Vendors List**

**Proforma** – Cathy Gellenbeck – [Cathy.Gellenbeck@proforma.com](mailto:Cathy.Gellenbeck@proforma.com) - 614-571-9591

* [www.Proformaosu.com](http://www.Proformaosu.com)

**BSN** – Liz Belcher - lbelcher@bsnsports.com - 614-841-1883 ext. 105

* [**http://www.bsnsports.com/catalogs/**](http://www.bsnsports.com/catalogs/)

**GoldenStar promotions** – Joanne or Rachel - [sales@goldenstarpromotions.com](mailto:sales@goldenstarpromotions.com) - 614-569-8718

* [www.goldenstarpromotions.com](https://urldefense.com/v3/__http:/www.goldenstarpromotions.com__;!!KGKeukY!hK4PnvFmRjQd639v391iW-EM1C1ZZQtRbq5QNII0xkSerYRaqvsIUKHJTKbLOx8ujA$) – Sample Luggage Tag - [file:///C:/Users/veatch.10/AppData/Local/Microsoft/Windows/INetCache/Content.Outlook/NGJMKPW3/GSP4064.pdf](file:///C:\Users\veatch.10\AppData\Local\Microsoft\Windows\INetCache\Content.Outlook\NGJMKPW3\GSP4064.pdf)

**Smile promotions** – Rula Hanania - [rhanania@smilepromotions.com](mailto:rhanania@smilepromotions.com) – 800-496-8101

* <https://www.smilepromotions.com/>

**Relay Gear** – Jimmie Bryson – [jimme.bryson@halo.com](mailto:jimme.bryson@halo.com) – 614-395-5181

* All promo type items – Online catalog: [www.halo.com](http://www.halo.com)

**Victory Postcards** – Scott Armstrong – [victorypostcards@gmail.com](mailto:victorypostcards@gmail.com) - 614-764-8975

* Bobble Heads, Pens, Mugs, Water Bottles, etc. - Online catalog: [www.victorypostcards.com](http://www.victorypostcards.com) or [www.victoryinc.biz](https://urldefense.com/v3/__http:/www.victoryinc.biz__;!!KGKeukY!gbsiyT_N0iCbAgY4Kwi4DSdqHXyVq6vhiYEn7k9PkRMIyxcvK8hr1OeAwOfKsK3CLA$)

**Aminco International** – Nick Kolodziej – 949-457-3261 ext 210

* Lapel Pins, Koozies - Online catalog: [www.amincousa.com](http://www.amincousa.com)

**Tervis Tumbler** – Brad Schneider – [bschneider@tervis.com](mailto:bschneider@tervis.com)

* Stock and Custom Insulated Drinkware - Online catalog: [www.tervis.com](http://www.tervis.com)

**BSI Products** – Scott Robinson – [scott@bsiproducts.com](mailto:scott@bsiproducts.com) –888-381-2596

* Pennants, Buttons, Stadium Cushions - Online catalog: [www.bsiproducts.com](http://www.bsiproducts.com)

**Fathead** – Nathan Patington – [nathanpartington@fathead.com](mailto:nathanpartington@fathead.com) –– 800-328-8877

* Vinyl Decals, Full-size Cut Out Mascots, Portable Device Covers - Online catalog: [www.fathead.com](http://www.fathead.com)

**Beveridge Marketing** – Peter Beveridge – [peterb@eyeblack.com](mailto:peterb@eyeblack.com) –– 301-816-1980

* Stock and Custom Eye Black Strips - Online catalog: [www.eyeblack.com](http://www.eyeblack.com)

**Spirit Products** – Manon Camacho – [mcamacho@spiritproducts.com](mailto:mcamacho@spiritproducts.com) 978-372-2022

* Pennants, Key Rings, Buttons, Sport Bead Necklaces, Stadium Cushions, Novelty Headwear Online catalog: [www.spiritproducts.com](http://www.spiritproducts.com)

**The Flag Lady** – Lori Watson – [lwatson@flagladyusa.com](mailto:lwatson@flagladyusa.com) – 614-263-1776

* <https://flagladyusa.com/>