



Special Award Donor Information Sheet

Virtual Fair is February 19, 2022

Awards The number, name, and criteria of your awards are up to you. Typical prizes are cash, scholarships, plaques, scientific equipment, etc. As soon as possible, confirm your award details with us at drsefjudge@smu.edu. The actual prizes and payments can be sent to SMU later.

Benefits Your organization and awards will be promoted at the fair, on our website, in local news media, and at our awards banquet.

Judges As soon as they are known, send us the names/emails of your Special Award judges via the [registration link](#) on the judge page at www.drsef.org. We will email final information for judges about 1 week before the fair.

Banquet Fees There is a fee of **\$40** for each project (individual or team) awarded, as a contribution toward the cost of administrating the award. Award ceremony is TBA at this time.

All prizes, payments, and judge details are due by February 11, 2022.

Logistics for Donations

1. The Dallas Regional Science & Engineering Fair is an educational tax-exempt organization under Section 501(c)(3) of the Internal Revenue Code. Donors may deduct contributions as provided under Section 170 of the code. Tax ID: 75-6035917
2. If your prize has a certificate or plaque that you wish to have personalized (name only), we will do this.
3. **You may bring or mail all your prizes and money (payable to DRSEF on one check) to the address below.** All awards will be announced individually. The awards ceremony is TBA at this time.

Mailing: Caruth Institute for Engineering Education (DRSEF)
Southern Methodist University
PO Box 750278
Dallas, TX 75205-0278

Delivery: Caruth Institute for Engineering Education (DRSEF)
Southern Methodist University
3145 Dyer Street, Caruth Hall 367
Dallas, Texas 75275
Phone: 214-768-2070