

VENDOR CONTRACT

COMPANY NAME: _____

CONTACT NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE: _____ E-MAIL: _____

SERVICE OR MERCHANDISE TO BE SOLD: _____

No competition with DVC campus merchandise is allowed.

Vending is only allowed in designated areas of the campus Quad.

DATE (S) OF SALE: _____

Vendors are limited to 6 days per semester.

REQUIRED LICENSE/PERMIT INFORMATION

Pleasant Hill Business License: (not required of banks)

Business Name: _____

Number: _____

California State Board of Equalization Sales Permit: (not required of banks)

Number: _____

Business Name: _____

It is the responsibility of the vendor to:

1. Report all sales to the appropriate authorities.
2. Compute, Report and Pay all taxes to the appropriate authorities.
3. Provide copies of all required licenses and permits to the ASDVC Associated Students prior to event.
4. Represent all merchandise truthfully.
5. Make payment to the DVC Student Life Office in advance of the event.
Monday through Thursday fall and spring semester vendor fees are \$65.00 Client based and \$55.00 Merchandise based per day, Fridays fall and spring semester and all weekdays summer semester vendor fees are \$35.00 Client based and \$25.00 Merchandise based per day.
6. Provide their own necessary equipment, chairs, table, etc.
7. Abide by campus parking regulations.

At no time will the vendor use the name of the college nor the name of any DVC group or organization in any other promotional activities or sales other than what is provided by this agreement.

Disclaimer:

Diablo Valley College faculty and staff, including the sponsoring organization, its advisors and members may not be held responsible for any personal or product injury, damage or loss incurred by the undersigned vendor while doing business on the college campus.

I have read and agree to limit of liability. Contract can be canceled by mutual agreement.

Authorized vendor or representative signature:

Signature _____ **Date** _____

Print Name and Title _____