



Vendor Application

Center for Student Life and Leadership Development

This form must be filled out 7 business days before requested date to be on campus

Full Name (Person Tabling): _____ **Phone Number (Contact Person):** _____

Email (Contact Person): _____ **Company Name:** _____

Company Mailing Address: _____

* Please attach Proof of insurance or Business License Number to this form.

Type of Distribution or Selling: _____

Price range of product you are selling: _____

Date (s) Requesting: _____ **Hours on Campus:** _____

Area where you would like to be on campus:

- Near bookstore Outside Amphitheater Near Pony Express Entrance of Building 9, near 1st floor stairs

Supplies: (Please check what you will need) 8 foot table 2 chairs

Time Place and Manner Statement

In consideration of participation as a seller at Cañada College and use of facilities of Cañada College for selling or distribution of literature or solicitation of signatures, I, intending to be legally bound for myself, my heirs, representatives, successors and assigns, hereby hold harmless, release and forever discharge its officers agents, representatives, board members, officers, employees, attorneys, successors and assigns, from against any and all claims, demands, liabilities, damages, causes of action, costs or fees, arising out of or relating to my participation in activities such as selling or distribution of literature or solicitation of signatures, including, but not limited to, claims arising out of injuries or accidents sustained by me or any other person, or damage to property, or claims arising out of defective or inferior materials or misinformation, in connection with my presence on campus. It is assumed that all taxes collected as a result of sales will be paid by the vendor to the appropriate agency. Materials shall not be distributed in a manner that disrupts instructional programs, any college activity or blocks or impedes the safe flow of traffic within corridors and entranceways at the College.

The Center for Student Life and Leadership Development reserves the right to reject any application for a selling space for any reason; including, but not limited to, the sponsor's criteria for the suitability of products, crafts, services, or talents for the event, space limitations, late applications, or late arrival. If a vendor's application is not accepted, any advance payment of the Vendor's space fee will be returned. There is no guarantee, expressed or implied, that the vendor transact a sufficient level of business to cover the cost of the selling space and related costs of individual vendors associated with the event. The sponsor is not obligated to refund the Vendor's space fee if the Vendor's sales are poor. The Vendor agrees to pay the State Franchise Tax Board any applicable sales tax associated with the sale of goods and/or services sold at the event. The undersigned hereby agrees to save and hold harmless the San Mateo County Community College District (SMCCD), Cañada College, their officers, employees, and students harmless from an; and all costs, liability, damage, and expenses (including the expense of legal services) brought about by reason of injury or damage to persons or property of any kind whatsoever arising as a result of the activities involved in this event.

*** MUST ATTACH PROOF OF INSURANCE OF BUSINESS LICENSE TO THIS FORM ***

*** I understand that I need to pay in advance to reserve a table on campus.***

Signature of Requester: _____ **Date:** _____

Signature of Student Life Manager: _____ **G#:** _____ **Date :** _____

Amount that will be charged:

- Self employed vendor (selling merchandise): \$40/day
- Corporate Businesses (banks, phone carriers, companies, clinics etc.): \$50/day

Check must be made out to Associated Students Cañada College

For Office Use: Contract must be 7 Business Days Prior to Date (s) Requested

Approval _____ Not Approved _____ Received By _____ Date _____

Receivers G#: _____ Receivers Email: _____

Amount Paid (circle form of payment): Yes or No Amount \$ _____ Check or Cash Date _____