Student Vendor Authorization & Contract

__________________________ doing business as __________________________

- in return for authorization to operate a student concession business at Middlebury College - agrees to abide by and fulfill each and all of the following terms and conditions:

1. Affirms that she/he is a current student enrolled full time at Middlebury College.

2. Affirms the business is 100% owned and operated by currently enrolled Middlebury College students.

3. Affirms that she/he is a U.S. Citizen or U.S. Lawful Permanent Resident or has the necessary visa or authorization to operate a business in the USA. If you are not sure, it is your responsibility to research the issue with an appropriate College official, such as an advisor in International Student & Scholar Services (ISSS).

4. Has provided Middlebury College with a contract proposal defining all services or products to be offered and all aspects of the business that will require the time and or assistance of College staff and said contract has been executed by representatives of __________________________ and Middlebury College.

5. Has provided Middlebury College with complete and current confirmations that all required insurances, licenses, compensation provisions and tax compliance forms have been established or obtained.

6. Agrees to abide by all College rules and regulations as well as any and all stipulations separately enumerated by executed contract with Middlebury College.

7. Agrees to comply with all local, state and federal laws and regulations.

8. Agrees to pay, at rates set by Middlebury College, for all College services provided in connection with the student concession business including but not limited to: collection and distribution of keys, re-coring of locks due to key loss, delivery and set-up of tables, and any other services which may be specified by contract or requested subsequent to execution of contract.

9. Agrees that any and all damage to College property is the responsibility of the student concession and its owner/operator and further agrees to reimburse the College for any such damage within 15 days of billing by the College.

10. Agrees that any products offered by Student Concession will not compete with any identical or similar products sold by the College through any of its auxiliary operations and that sales at College events or in the routine course of College activities must be pre-approved by Student Activities and the department involved with or responsible for such events.
Student Vendor Authorization & Contract

Name of Student Concession (dba): _________________________________

Principals/Owners of Concession: ___________________________________

Contact information; please include cell phones, e-mail and mailing address for each principal:

_________________________________________________________________

_________________________________________________________________

Description of business (products, services provided – specific and in detail):

_________________________________________________________________

_________________________________________________________________

_________________________________________________________________

College resources/services required by Student Concession (list in detail):

_________________________________________________________________

_________________________________________________________________

_________________________________________________________________

Access to College property required by Student Concession (specify):

_________________________________________________________________

_________________________________________________________________

_________________________________________________________________

Period of operation of Student Concession:

_________________________________________________________________

_________________________________________________________________

Additional contract terms as agreed with Middlebury College:

_________________________________________________________________

_________________________________________________________________

_________________________________________________________________
Date: ____________________

Student Concessionaire(s): I/we hereby agree to all the terms and conditions outlined here in and state that the information provided is accurate and complete.

________________________________________

________________________________________

Your request has been _________ Approved _________ Denied

Director of Business Services & Assistant Treasurer: ______________________________