

ITHACA COLLEGE FUNDRAISING FORM

**** This form must be filled out completely before processing. ****

Student Organization: _____

Vendor's Name: _____

Vendor's Address: _____

Description of Items to be Sold: _____

Financial Terms (% or \$ of profit organization will keep): _____

Dates of Fundraising Activity: _____

Location & Time of Activity: _____

ADDITIONAL TERMS AND CONDITIONS:

1. The Vendor listed above (hereinafter "Vendor") understands and agrees to comply with Ithaca College policies regarding solicitation and advertising.
2. The Vendor will ensure that a sufficient amount of merchandise to be sold will be available at the location for the duration of the fundraising activity.
3. The Vendor will assume all responsibilities for orders placed on merchandise unavailable at the time of the fundraising activity.
4. Ithaca College, in its sole discretion, may require a certificate of liability insurance from the Vendor.
5. The Vendor agrees to hold free and harmless and to indemnify Ithaca College, its Board of Trustees, officers, employees, members of student organizations, and agents from any and all expenses, claims, lawsuits, and judgments which Ithaca College, its Board of Trustees, officers, employees, members of student organizations, and agents may become liable to pay or defend as a result of the actions of the Vendor or any person associated with the Vendor or as a result of damage to or loss of Vendor's property or personal injury to the Vendor or any person associated with the Vendor while participating in the fundraising activity described above.

Agreed to by:

Vendor's Representative

**Student Organization/Department
Representative**

Solicitation Approval