

The University of Southern Mississippi Charitable Contractual Service Agreement

I hereby agree to comply with the terms and conditions of this Procurement and Contract Services Charitable Contractual Service Agreement as outlined in the University Snack Policy and Procedures at http://www.usm.edu/procurement/contract_home.html

I hereby agree as donating vendor to not accept any benefits (payment, distribution of marketing material and advertisements) from this donation. I understand that this transaction is a donation and the organization and/or department may have the donating vendor listed on the respective program, bulletin, or T-shirt. Any tax implications shall be considered by the donating vendor's tax firm and is not the responsibility of the University

Requirements and Responsibilities:

- ⌚ Must be a student organization or department
- ⌚ Organization and Department must have the donating vendor sign this agreement
- ⌚ Organization and Department must disclose charitable intentions, and financial sales disclosure

I hereby understand that the University may terminate my right to conduct charitable events at any time and for any reason. I hereby agree to all terms and conditions of the Charitable Contractual Service Agreement and University Snack Policy.

Donating Vendor Information

Vendor Name _____
 Street _____
 City _____
 State _____
 Zip _____
 Phone Number _____
 Email Address _____
 Purpose _____

Date Requested _____
 Date Needed _____

Organization/ Department Information

Organization/ Department Name _____
 Box Number _____
 Phone Number _____
 Email Address _____
 Budget String _____
 Purpose _____

Date Requested _____
 Date Needed _____

<u>Approval</u>	<u>Event Location</u>	<u>Donated Amount</u>	<u>Total Sales</u>	<u>Total Donation</u>	*For Internal Use Only*

 Donating Vendor Applicant Signature Date Printed Name

 Organization/ Department Applicant Signature Date Printed Name