



The University of Texas at Dallas

# Vendor Agreement

This agreement serves as a delineation of the responsibilities between

\_\_\_\_\_ *Name of Organization/Department*

and

\_\_\_\_\_ *Name of Vendor*

Concerning the \_\_\_\_\_ *Type of Sale*

To be held on \_\_\_\_\_ *Date(s)*

\_\_\_\_\_ agrees to:  
*Name of Organization/Department*

- 1. Secure University space for the sale.
- 2. Be responsible for campus advertising.

\_\_\_\_\_ agrees to:  
*Name of Vendor*

- 1. Assume responsibility for the actual sale of goods.
- 2. Assume all responsibility for any associated taxes.
- 3. Assume all product liability.
- 4. Pay the sponsoring organization \_\_\_\_\_ of gross sales.

\_\_\_\_\_ *Organization President or Designee*

\_\_\_\_\_ *Date*

\_\_\_\_\_ *Vendor*

\_\_\_\_\_ *Date*

\_\_\_\_\_ *Assistant Director of Student Life Programs*

\_\_\_\_\_ *Date*