



# Homecoming Vending Application/Agreement



## Application Deadline and Payment – 48 Hours Before Event Date

Company Name: \_\_\_\_\_ Phone No: (\_\_\_\_) \_\_\_\_\_

Name of On-Site Representative: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Alternate Phone No: (\_\_\_\_) \_\_\_\_\_ Fax No: (\_\_\_\_) \_\_\_\_\_

Email Address: \_\_\_\_\_ Date(s) for Vending: \_\_\_\_\_

The payment options are as follows:

- Online at [www.wildcatticketoffice.com](http://www.wildcatticketoffice.com),
- FVSU Cashiers' Office - Troup Administration Building, Suite 230
- Via U.S. Mail – see address at bottom of Vendor Requirements page

Vending Space(s) Total	_____
Generator (if applicable)	_____
Safety Inspection Fee	_____
Total Amount Due	\$ _____

**All food vendors** will receive a food safety inspection by the Peach County Health/Environmental Health Department for temporary food service permits. **A \$50.00 safety inspection fee is required in addition to the vending fee.**

Forms of payment accepted: Cash, Cashier's Check, Money Order, Debit and Credit Card (MasterCard, American Express, VISA or Discover Card). **No personal checks.**

**Disclaimer's Clause:**

*Liability for any damage or loss to personal property or merchandise sold by a vendor at Fort Valley State University is the sole responsibility of the vendor. Additionally, liability for any injuries sustained while engaging in vending activities on the campuses of Fort Valley State University is the sole responsibility of the vendor.*

**Select Type of Vending**

<input type="checkbox"/>	Merchandise – Clothing, Arts & Crafts, Etc.
<input type="checkbox"/>	Merchandise - Music
<input type="checkbox"/>	Food – Trailer, Cart
<input type="checkbox"/>	Food Truck

**List Merchandise for Sale**

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# Vendor Requirements

1. Mandatory Cleaning is required after using the vending space.
2. No tables will be provided.
3. Stadium parking is prohibited. All truck and trailers will be allowed to load and unload at the designated times the day vending begins and proceed to the designated parking lot.
4. Vending spaces will be clearly marked and unauthorized vendors will be removed.
5. No beverages containing alcohol or any illegal substance will be allowed on the premises. All illegally reproduced products are prohibited and are subject to removal.
6. No music is to be played 30 minutes before game time. All music must be played at a low volume.
7. **Generators are allowed.** Electricity is available for an additional fee of \$25.00 with advance payment. Electrical cords are not provided.
8. Licenses/approval must be obtained for the use of any FVSU trademark, image, or photograph used on any packaging, signage, banner, or product sold to the general public. Click here to obtain a license <https://clc.com/home/get-licensed/>.
9. All items for sale must be of “good taste” and items with profanity or nudity cannot be sold.
10. All vendors will be issued an FVSU official vendor sign, which must be visibly seen at all times while vending on our premises.

By signing this document, you affirm that you have read and will adhere to the vending requirements listed above.

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Name of Applicant (Please Print)

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Signature

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Date

Please submit signed application to [vending@fvsu.edu](mailto:vending@fvsu.edu) or mail to:  
Fort Valley State University  
C/O Vending  
1005 State University Drive  
Fort Valley, GA 31030