

VENDOR APPLICATION FOR USE OF COLLEGE FACILITIES

Moreno Valley College
16130 Lasselle St.
Moreno Valley, CA 92551

Norco College
2001 Third St.
Norco, CA 92860

Riverside City College
4800 Magnolia Ave.
Riverside, CA 92506

Date of Application: _____

Company Name: _____

Company Address: _____

Company Phone No. _____; Cell Phone No.: _____

Are you a: Sole Proprietor; Corporation; LLC

Product or Service you are vending: _____

Will you be requiring customers to complete any forms or paperwork? If so, please provide a copy prior to coming on campus.

College Requested: Moreno Valley Norco Riverside

Date(s)/Times(s) of Use: _____

Sponsoring Student Club/Organization: _____

You must provide proof of your business license from the City within which the College resides, as well as proof of required insurance and signed Hold Harmless/Indemnification document

Will you need the College to provide: Tables Chairs Electricity (check all that apply). Additional fees will be charged.

Additional Information:

Signature of Individual Representative of Vendor: _____

Title: _____

Date: _____

NOTE: Approval is not granted until a copy of this form is signed by the College representative and stamped "APPROVED".

College Representative: _____

Date of Approval: _____

Riverside Community College District
Hold Harmless Agreement & Insurance Requirements
Addendum To
Request for use of College Facilities

1. The *User* hereby agrees to indemnify, defend, and hold harmless the District and its officers, employees, and agents from any and all losses, damages, claims, liability, expenses or cost arising from any accident or occurrence causing injury or damage to any person or property (including *User's* employees or property) relating or attributed to the District's authorization to use the District's facilities.

2. The *User's* obligation to indemnify, defend and hold harmless as hereinabove provided shall continue notwithstanding the expiration or revocation of the permission to use the District's facilities.

3. The *User* shall secure and maintain during the duration of this permission to use the District's facilities, public liability and property damage insurance to protect it from claims for damages for personal injury, including death, as well as from property damage which may arise from or which may be alleged to arise from the permission granted by the District. Such insurance shall include public liability insurance in an amount not less than \$1,000,000 for injuries, including death, and property damage as the result of any one occurrence.

4. *Policies or certificates evidencing such coverage shall be filed with the District. The policies shall not be cancelled without ten days prior notice to the District. The wording on the certificate is to read:*

RIVERSIDE COMMUNITY COLLEGE DISTRICT IS ADDED AS ADDITIONAL INSURED BUT ONLY WITH RESPECT TO LIABILITY ARISING OUT OF THE DISTRICT'S AUTHORIZATION _____ TO USE THE DISTRICT'S FACILITIES.
(User's Name)

5. The insurance required hereunder shall not be deemed a limitation on *User's* agreement to save and hold the District harmless and if the District becomes liable for an amount in excess of the insurance, the *User* will save and hold the District harmless for the whole amount thereof.

This Addendum is incorporated into the *REQUEST FOR USE OF COLLEGE FACILITIES* signed by the *User*.

Signature of Authorized Person

Title

Date