



## Vendor Application Florida SouthWestern (FSW) State College

Please send completed forms to Event Services at FSW via email at [Event.Services@fsw.edu](mailto:Event.Services@fsw.edu)

**Applications and supplemental documents must be received no less than (14) business days before the proposed event.**

Campus Location (select one): Lee / Collier / Charlotte / Hendry/Glades

Sponsoring Department: \_\_\_\_\_

Event Name: \_\_\_\_\_

Event Date: \_\_\_\_\_

Applicant Business Name: \_\_\_\_\_

Applicant Name: \_\_\_\_\_

Applicant Email: \_\_\_\_\_

Applicant Phone: \_\_\_\_\_

\*Will your business require additional services (electricity or water)? Please specify: \_\_\_\_\_ (\*Fees may apply)

Required Documentation:

- ☐ Completed Vendor Application
- ☐ Current Business License
- ☐ Current Certificate of Insurance meeting the following specifications:

**District Board of Trustees, Florida SouthWestern State College, Florida, its trustees, employees, officers, and volunteers Attn: Risk Manager 8099 College Parkway Fort Myers, FL 33919**

**Comprehensive general liability insurance:**

\$1,000,000 Commercial Liability

\$1,000,000 Auto Liability

\$500,000 Workers' Compensation/Employer Liability

\$1,000,000 Umbrella

By submitting this form, I acknowledge that Florida SouthWestern State College has an exclusive agreement with Pepsi and agree that only Pepsi products will be advertised, sold or distributed free of charge by the above-listed business. Additionally, I understand that non-compliance may result in the removal from campus.

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_