



Vendors

When catered food and beverage services are provided by a commercial food service vendor on Northern Michigan University owned or leased property, such company or vendor must comply with the contractual terms of the agreement noted below.

The NMU Risk Management and Insurance office and the Northern Center must have on file the Certificate of Insurance. The University prohibits the serving or purchasing of alcohol with this agreement. Vendors must provide the following information at the time of application to be included on the approved vendor list:

- ✓ A copy of the vendors Marquette County Food Service License.
- ✓ A copy of Commercial General Liability Insurance with limits not less than \$1,000,000 per occurrence, including Northern Michigan University as additionally insured.
- ✓ A copy of Vehicle Liability Insurance, covering all vehicles, including owned and non-owned vehicles that are used to deliver food products to Northern Michigan University.
- ✓ A compiled Dining Service Vendor Agreement with authorized signature, contact phone number, and hours of operation.

Under the provisions of the Cottage Food Law, PA 113 of 2010, no vendors will be permitted to sell or distribute to University facilities or properties.

Dining Service Vendor Agreement

Vendor Name: _____

Address: _____

Contact Person: _____

Phone: _____

Email: _____



Vendor Contract

To remain on the active food service vendor list, which enables my company to provide food and related services on the campus of Northern Michigan University, I agree to the following terms and conditions:

1. VENDOR agrees to provide to the University, upon request, a current copy of Marquette County Food Service License.
2. VENDOR agrees to protect, save, hold harmless, and indemnify Northern Michigan University against any and all costs (including attorney’s fees) and liability whatsoever for injury to or death of any person(s), including but not limited to, NMU employees, students, visitors, or for loss of or damage to any property, occurring in connection with or in any way incident to this agreement.
3. VENDOR agrees to procure and maintain, during the term of this agreement, the following insurance:
 - a. Workers’ Compensation Insurance covering all employees preparing, serving or distributing food products.
 - b. Commercial General Liability Insurance with limits not less than \$1,000,000 per occurrence including Northern Michigan University as additionally insured.
 - c. Vehicle Liability Insurance, covering all vehicles, including owned and non-owned vehicles that are used to deliver food products to Northern Michigan University.

Certificates of Insurance evidencing the above insurance must be provided upon execution of this agreements and upon any renewal of this insurance.

4. VENDOR agrees to comply with the Northern Michigan University Food Service Policy. This policy is available at: <https://www.nmu.edu/northerncenter/forms-and-policies>.

Please send the completed Vendor Agreement form, current copy of Marquette County Food License and a current copy of the Certificates of Insurance for business and vehicle to the following address: Northern Center at Northern Michigan University, 1401 Presque Isle Ave., Marquette, MI 49855.

<hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/> Authorized Signature <hr style="border: none; border-top: 1px solid black; margin-top: 10px;"/> Printed Name and Title <hr style="border: none; border-top: 1px solid black; margin-top: 10px;"/> Date Phone Number <hr style="border: none; border-top: 1px solid black; margin-top: 10px;"/> Hours of Operation	For Office use only – Approvals <hr style="border: none; border-top: 1px solid black; margin-top: 10px;"/> Andrew Zerbel – Risk Mgmt. Date <hr style="border: none; border-top: 1px solid black; margin-top: 10px;"/> Paul Schoonveld - Dining Date Services
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