



Third Party Vendor Agreement G-26

(Name of Vendor) _____ will be operating as a “third party vendor” to serve alcohol at a social function on _____ (Date) at _____(Location). Both the vendor and the chapter or chapters involved agree to the salary of \$ _____ to be paid in full prior to the social function in question. This salary is designed to cover the costs involved with the hiring of _____ security persons and _____ bartenders and permit costs totaling \$ _____. The aforementioned vendor agrees to cash sales only that will be collected by the vendor’s employees only, during the function. The predetermined amount of beverages will be \$ _____ well drinks, to be served in _____ oz. cups, and \$ _____ drafts, to be served in _____oz. cups. The aforementioned vendor also agrees to comply with the following risk management guidelines for third party vendors:

- check identification upon entry
- to serve alcohol only to persons of legal drinking age
- not to serve individuals who appear to be intoxicated
- to maintain absolute control of all alcoholic containers present
- to collect all remaining alcohol at the end of the function
- and to remove all alcohol from the premises

This form must be signed and dated by both the authorized chapter representative(s) and the authorized vendor representative. In doing so, all parties involved understand that only through compliance with these stipulations, and the additional requirements and rules of the IFC Risk Management Guidelines, will the chapter(s) be in compliance with their risk management and Randolph-Macon College Fishtales policies and procedures.

Chapter/Organization President:	Social Chair:
Date:	Date:

Risk Manager:	Dir. of Student Orgs and Greek Life:
Date:	Date: