Administrative Approval Form for Food Vendors

Per the District, the following items are required for consideration of food vendors on campus. Please note that the following steps have been provided already to Student Services:

- Temporary Food Facility Permit
- Food handler Certificates for vendor staff who will be working at the site
- Liability insurance in the minimum amount of $1mm with a rider that names the SDCCD as also covered in the agreement identifying San Diego Community College District specifically
- Hold Harmless Agreement - completed by the vendor
- Vendor-Seller Agreement - completed by the vendor
- Administrative approval (Vice President or designee signature is pending)

Approved: _____________________
Denise Whisenhunt, VP Student Services

Requested by: the Dean of Student Affairs/Date:

Date of Event: ___________________________

Event Name: ____________________________