

# Independent Contractor (Vendor) / Student Involvement

This form allows you to determine what vendor packet is appropriate. **PICK ONLY ONE OPTION!**

**V1.** The contractor (vendor) does not come on campus & only sells services or products from afar. The minimal campus contact is limited to supervised deliveries & pick-ups at most. \_\_\_\_ Yes \_\_\_\_ No

\_\_\_\_\_ (staff signature)

\_\_\_\_\_ (Independent Contractor signature)

COMPLETE  
VENDOR PACKET  
V1 or V1E  
(NO EXPOSURE)

**V2.** The contractor will **ONLY** be around a group of students (never alone with students) **BUT ALWAYS WITH** a sponsor /staff member present and **NO MORE THAN FIVE DAYS?** \_\_\_\_ Yes \_\_\_\_ No

\_\_\_\_\_ (staff signature)

\_\_\_\_\_ (Independent Contractor signature)

COMPLETE  
VENDOR PACKET  
V2 or V2E

**MAINTENANCE/GROUNDS - TECHNOLOGY - FACILITY PLANNING - TRANSPORTATION - POLICE**  
\*\*\* ONLY WHEN APPLICABLE \*\*\*

**SOME DEALINGS MAY WARRANT VENDOR PACKET (V3)**

**V2 (b).** The contractor may be here **MORE THAN FIVE DAYS** and may through the performance of their services be around a group of students but will **NEVER** be with students alone. **This contractor will ALWAYS be accompanied by a Professional Employee.** \_\_\_\_ Yes \_\_\_\_ No

\_\_\_\_\_ (staff signature)

\_\_\_\_\_ (Independent Contractor signature)

COMPLETE  
VENDOR PACKET  
V2 or V2E

**V3.** The contractor has the opportunity to be **ALONE** or with a group of students or will be here **MORE THAN 5 DAYS IN AGGREGATE** with students on campus? \_\_\_\_ Yes \_\_\_\_ No

\_\_\_\_\_ (staff signature)

\_\_\_\_\_ (Independent Contractor signature)

COMPLETE  
VENDOR PACKET  
V3 or V3E  
INCLUDES  
BACKGROUND CHECK