

Student Centers Sales Agreement

Updated January 2017

Agreement is made on this _____ between the University of Houston Student Centers (UH-SC) and _____, ("Contractor") for the sale of merchandise; who hereby agrees to the following terms and conditions:

1. Contractor is an independent contractor, not an employee of UH-SC. The contractor is responsible for the presentation and sale of merchandise at the University of Houston Student Centers.
2. Contractor will guarantee to pay the following obligations:
 - a. \$35.00 per table requested to the UH Conference and Reservation Services. Table requests are defined as one (1) table for display and two (2) chairs.
 - b. 20% of net retail sales to the UH Student Centers. Net retail sales are defined as proceeds collected after applicable taxes while on location at the UH-SC.
3. Contractor will pay the above obligation (a) within ten (10) business days of receipt of their confirmation and prior to their event. If payment is not received within the ten (10) business day period, the reservations may be canceled.
4. Contractor will pay the above obligation (b) within 30 business days of the sales event.
5. Contractor will pay state sales taxes and maintain required documentation and records in the state of Texas. An audit of sales may be requested to rectify any sales discrepancies.
6. Contractor may request that no other sponsored sales be held concurrently with the dates reserved for Contractor.
7. Contractor assumes all responsibility for the security of any and all materials under their supervision.
8. This document constitutes the sole agreement of the parties and supersedes any other oral or written understandings or agreements
9. This agreement may not be amended without the express written agreement of both parties.
10. The person signing below certifies that he/she has the authority to bind Contractor, and is the proper signatory for this agreement.
11. This agreement will be construed under the laws of the State of Texas (exclusive of the conflict of law provision thereof), and venue for any proceeding hereunder will be in Houston, Harris County, Texas.
12. If deemed necessary, Contractor can ship additional merchandise to: University of Houston - Student Center South, 4455 University Drive Bldg 565, Administrative Office Rm 271, Houston, TX 77204.

Contractor

Signature

Name

Address

Phone

E-Mail

Date

University of Houston

Signature

Representative/Department

Address

Phone

E-Mail

Date