



## Norman Rockwell Contractor/Vendor Agreement

By signing below, the contractor/vendor explicitly agrees to the following rules, policies and procedures and will be solely responsible for adherence to them.

- Contractor/vendor and any instructor(s) will complete a Lake Washington School District volunteer background check, if engagement meets school district criteria for in-school children interaction.
- Contractors/vendors agree to provide services and/or take all student registrations and pay the PTA the agreed upon rate upon completion of engagement.
- Any school property used must be returned to its original condition.
- Contractors/vendors will not use school or classroom supplies, books, or equipment unless with written approval from Norman Rockwell PTA representative.
- Contractors/vendors will provide a Certificate of Liability insurance waiver, naming the PTA as an additional insured, where engagement is required.
- Contractors/vendors will refrain from using comparative/competitive\* language regarding services, price and quality.
- Contractors/vendors will refrain from sharing future sales offerings\* during specified engagement.
- Proposed activity/service will have educational and/or service value to the participants and be free of objectionable promotion of the name, product or special interest of the sponsoring group.
- Contractor/vendor engagement does not constitute PTA's endorsement of their product or services.

\*Pertains to definition of advertising which is against Norman Rockwell PTA Standing Rules as established in alignment with Washington State PTA guidelines.