

## Vendor Checklist

✓	<u>Checklist Items for all Vendors</u>	Completed
1	Complete Insurance Requirement 30 from Event Date	
2	Complete Vendor Agreement	
3	Submit Logo	
4	Submit Owner/CEO BIO	
5	Submit Brand or Company Profile	
6	Complete and Submit Temporary Distribution Appointment Letter if you would like to sell your wine/spirit at the venue (Provided by FOU-DRE LLC after completed Vendor Agreement)	
7	Submit COLA Certificate or Valid Company License	
8	Food Permit (If you are handling food)	
9	Submit Catering/Vendor or Business License (Food Vendors Only)	