

# VENDOR AGREEMENT FORM



The Vendor, \_\_\_\_\_, through execution of this agreement hereby acknowledges that it is familiar with and consenting to the policy set forth by Family, Career and Community Leaders of America, Inc. (FCCLA) for the one-time use of its emblematic marks, logo, name and/or acronym (FCCLA) in order to produce the items requested below for the following FCCLA Organization:

\_\_\_\_\_

In exchange for the permission granted to use the FCCLA mark on this occurrence the Vendor understands a copy of the invoice of the full order will be submitted to FCCLA with a royalty payment representing five (5) percent of the total order and a copy of the final product invoice within 30 days of delivery of product. Products may not be produced until this agreement has been fully executed.

Vendor Contact: \_\_\_\_\_

Vendor Address: \_\_\_\_\_

\_\_\_\_\_

Vendor Phone: \_\_\_\_\_

Vendor Email: \_\_\_\_\_

Promotional Item: \_\_\_\_\_

Quantity: \_\_\_\_\_ Price per unit: \_\_\_\_\_

Total price (do not include taxes, shipping or set-up fees): \_\_\_\_\_

Date to be delivered: \_\_\_\_\_

Vendor Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Questions?** For questions regarding the use of the FCCLA logo or trademarks, email us at [communications@fcclainc.org](mailto:communications@fcclainc.org).

## LOGO USAGE

Be sure to adhere to the [FCCLA brand guidelines](#) when using the FCCLA logo on any merchandise or apparel.

Always apply the proper clear-space to ensure visibility and legibility.

The size of the FCCLA logo can change depending upon use, but the logo must always be legible and scaled proportionally. The FCCLA tagline logo should never be scaled smaller than 1" wide.

FCCLA logos and trademarks must always be in red, black or white. Do NOT use any other colors.

The FCCLA acronym must always appear in a collegiate font. (Example: Fectoria Bold)

Do not distort or change the logo in any way.

Do not combine the FCCLA logo with any other visual elements.

Examples of incorrect usage:



All artwork must be approved by National FCCLA before being produced. Incorrect logo usage could delay processing. Refer to the FCCLA brand guidelines for complete details on correct logo usage.