

School of Arts & Culture

Mexican Heritage Plaza

Catering / Vendor Application

Caterer must submit the required documents in Sections A & B. Incomplete applications or inaccurate documentation will be cause to deny approval of your application.

Section A

Name of Catering Company/DBA

Legal business name and/or Corporation:

Name of Owner and/or General Manager

On site contact

Office Telephone Number

On-site telephone number/cellular

Email address:

School of Arts & Culture

Mexican Heritage Plaza

Please mark the following boxes to answer the following questions:

YES NO

- Do you provide linens?
- Do you provide glassware?
- Do you offer any furniture? If yes, please explain what you offer:
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- Do you offer a variety of pricing packages? Discounts?
- Do you offer vegan/vegetarian cuisine?

Section B

We will need the following documents attached by email along with this application:

- Business license
- Health Permit from Santa Clara County Health Department
- Certificate of insurance for general liability coverage in the amount of \$1,000,000 is required. **The certificate must name the School of Arts & Culture at the Mexican Heritage Plaza as additionally insured.**
- Proof of workers' compensation in the amount of \$1,000,000; liquor liability (if selling alcohol); and automobile insurance in the amount of \$1,000,000 are also required.

Please note that this application may or may not qualify you and your organization for the School of Arts & Culture at the Mexican Heritage Plaza's Approved Caterers list.