



2100 Oranewood Ave, Suite 160 \ Orange, CA 92868

P 323.940.1444 \ F 323.940.1415

www.branded-group.com

VENDOR INFORMATION

Company Name: _____ Contact Name: _____

Phone #: _____ Fax #: _____

Emergency/ Afterhours #: _____ Email: _____

Payment Address: _____

City: _____ State: _____ Zip: _____

Federal Tax ID#: _____

Do you specialize in residential, commercial, or both? _____

List all trades that your company provides: _____

Coverage range (Please check one): [] Local [] Regional [] National

List all area's you company services- by Zip Code: _____

Do you perform work directly for clients nationwide or regional such as banks, retail, restaurants? Yes or No

Have you ever worked with a National Maintenance Company? Yes or No

Do rates change based on area? If yes, please explain: _____

Are you available 24/7/365? If no, what are your hours? If Yes, provide cell number. _____

Trip/ Service Charge: _____ Hourly rate: _____ Emergency / Afterhours rates? _____

What is your average turnaround time by trade? _____

Can techs provide pictures and pricing from site when required? _____



VENDOR ACKNOWLEDGEMENT

At Branded Group, Inc., we believe that our subcontractors and vendors are an extension of our company. We are only as good as the people on site at our customer's locations. It is incredibly important for a long lasting partnership that some conditions are met. Please read the document in it's entirety and sign and return to Branded Group, Inc.

All Subcontractors, at their own expense, must carry and maintain Insurance coverage with limits no less than the following:

- General liability: no less than \$1,000,000 per occurrence
- Workers Compensation: no less than \$500,000 (*waiver required if insurance is not carried*)
- Automobile: no less than \$500,000 (*waiver required if insurance is not carried*)

Certificate Holder should be listed as follows:

Branded Group, Inc.

2100 Orangewood Ave, Suite 160

Orange, CA 92868

**** Must name Branded Group, Inc. and owners as additionally insured****

Subcontractors are working on behalf of Branded Group, Inc. and are expected to maintain a professional manner throughout the entire job. Please make sure all employees are neatly dressed and well presented.

Subcontractors are never to engage in confrontational or aggressive conversations with store personnel. If a conversation becomes aggressive, the contractor is expected to step away and contact a Branded Group representative.

Subcontractors are expected to carry and maintain all necessary tools for the trades they are hired for. Additional trip charges will not be incurred due to a vendor having the incorrect tools.

Subcontractors are NEVER to discuss pricing with the store personnel. Pricing is only discussed with a Branded Group rep.

Subcontractors are only to complete the work requested by Branded Group. The store personnel is not authorized to approve costs, or request additional work. If additional work is requested, contact a Branded Group rep for authorization on how to proceed.

Subcontractors must submit invoices within 30days of work being completed or they are subject to non-payment. All invoices must contain a breakdown of Labor, Materials, Trip Charges, Taxes, etc.

Subcontractors are NEVER to contact a corporate office directly for approvals, comments, complaints, or solicitations. This is strictly prohibited and will be cause for immediate termination from our system.

Company Name: _____

Principal Name: _____

Sign Name: _____

Date: _____



CONFIDENTIALITY AGREEMENT

- a. The Subcontractor acknowledges and understands that certain confidential and proprietary business or trade secrets of Branded Group, Inc. may become known to Subcontractor as a result of this Agreement. The Subcontractor, including all employees, agents, and representatives, agrees never to divulge confidential and proprietary knowledge concerning Branded Group, Inc. or its clients, either directly or indirectly, in any manner both during and after the term of any negotiations.
- b. In addition, Subcontractor is not to use such information itself, except as may be expressly authorized to perform this Agreement. Branded Group, Inc.'s business matters include any information regarding its clients (current and former), vendors, suppliers, subcontractors, finances, research, development, employees, agreements, contracts or any other technical or business-related information which may be seen or heard in and/or about Branded Group, Inc.'s place of business or place of business related activity.
- c. Subcontractor shall limit disclosure of confidential information within its own organization to its directors, officers, partners, members and/or employees having a need to know, and shall not disclose confidential information to any third party (whether an individual, corporation, or other entity) without the prior written consent of Branded Group, Inc.
- d. Further, Subcontractor agrees not to make any unauthorized copies of any Branded Group, Inc.'s business matters or related information without its express consent, nor is the Subcontractor to remove any of Branded Group, Inc. Business matters or related information from its facilities/premises or other locations of business related activity.
- e. This Agreement shall not be construed as creating, conveying, transferring, granting or conferring upon the Subcontractor any rights, license or authority in or to the information exchanged, except the limited right to use confidential information as specified above. Furthermore and specifically, no license or conveyance of any intellectual property rights is granted or implied by this Agreement.
- f. Both parties acknowledge and agree that the exchange of information under this Agreement shall not commit or bind either party to any present or future contractual relationship (except as specifically stated herein), nor shall the exchange of information be construed as an inducement to act or not to act in any given manner.
- g. Subcontractor agrees that in the event of any breach or threatened breach by Subcontractor, Branded Group, Inc. may obtain, in addition to any other legal remedies which may be available, such equitable relief as may be necessary to protect Branded Group, Inc. against any such breach or threatened breach.

My signature below acknowledges that I have read this Confidentiality Agreement in its entirety and fully understand it and agree to abide by it. My signature also acknowledges that I understand that these terms include all of Branded Group, Inc. customer(s) and accounts.

Name (Sign) Date

Company Name

Company Address

City, State, Zip



****THIS PAGE IS REQUIRED IF NOT ALL INSURANCE REQUIREMENTS ARE MET****

LIABILITY WAIVER

This LIABILITY WAIVER dated as of _____, 20__ is releasing **Branded Group, Inc.** of all insurance liability for the Vendor, named as _____ while performing work on behalf of **Branded Group, Inc.** This Liability Waiver serves in lieu of the Vendor providing a Certificate of Insurance for Workers' Compensation.

Vendor (Company Name): _____

Signature: _____

Print Name: _____

Title: _____

AUTO LIABILITY WAIVER

This LIABILITY WAIVER dated as of _____, 20__ is releasing **Branded Group, Inc.** of all insurance liability for the Vendor, named as _____ while performing work on behalf of **Branded Group, Inc.** This Liability Waiver serves in lieu of the Vendor providing a Certificate of Insurance for **Automobile Coverage** since the Automobile Coverage is independently insured by the workers that own their own vehicles.

Vendor (Company Name): _____

Signature: _____

Print Name: _____

Title: _____