



YOSEMITE COMMUNITY COLLEGE DISTRICT
2201 Blue Gum Avenue, P.O. Box 4065 (95352) Modesto, CA 95358
MODESTO JUNIOR COLLEGE/COLUMBIA COLLEGE

VENDOR INFORMATION FORM

In order to process any type of payment and issue a purchase order, your organization or company information must be added or verified in our system. Please complete this Vendor Information form and return promptly to the person who requested it. If further assistance is needed, please contact Purchasing at (209) 575-6522.

NOTE: The Company/Organization W-9 Form must accompany this Vendor Information Form.

Company/Organization Name:

Other Names Organization is "Also Known As" (AKA) or Doing Business As (DBA):

EIN/TIN:

Mailing Address Information: (Correspondence/Contracts/Purchase Orders/Payment Checks)

Mailing Address	Payment Checks Mailing Address (if different from Mailing Address)
Address:	Address:
City/State/Zip:	City/State/Zip:
Attention To:	Attention to:

Company's Primary Contact Name:

Company's Primary Contact Email Address:

Company's Primary Telephone Number:

Accepts Net 30 Terms: Yes ☐
 No ☐

CONFLICT OF INTEREST AND NEPOTISM ACKNOWLEDGMENT

This acknowledgment is required under Yosemite Community College District Board Policies 2710 (Conflict of Interest) and 7310 (Nepotism) to ensure that all contractual relationships are made fairly, transparently, and without undue influence by any District employee or their relatives. These policies align with California Government Code §1090, which prohibits employees from participating in decisions where they have a financial or personal interest. Vendors are not disqualified solely because they are related to a YCCD employee — only if that employee participated in or influenced the decision to award the contract.



YOSEMITE COMMUNITY COLLEGE DISTRICT

2201 Blue Gum Avenue, P.O. Box 4065 (95352) Modesto, CA 95358

MODESTO JUNIOR COLLEGE/COLUMBIA COLLEGE

VENDOR INFORMATION FORM

☐ **I acknowledge and certify that, to the best of my knowledge:**

- **Conflict of Interest (BP 2710 / Gov. Code §1090):**

No current employee, officer, or agent of YCCD, nor any immediate family member thereof, has participated in, influenced, or attempted to influence the District's decision to award this contract.

If the vendor or any of its owners, officers, or employees has a family or financial relationship with any YCCD employee, the vendor agrees to promptly **disclose** that relationship to YCCD Purchasing for review and determination of any potential conflict.

- **Nepotism (BP 7310):**

No current YCCD employee, officer, or agent who has authority over personnel or contracting decisions related to this engagement is a family member or person with whom the vendor, its owners, or officers has a romantic or close personal relationship.

YCCD prohibits employees from participating in decisions that could result in direct benefit to a relative or person with whom they have such a relationship.

- **Independent Decision and Non-Influence:**

This proposal, quote, or agreement is made independently, without any offer of favors, gifts, or other inducements to any YCCD employee, officer, or agent.

- **Disclosure Obligation:**

The vendor agrees to immediately notify YCCD Purchasing if any relationship or situation arises that may be perceived as a potential conflict of interest or violation of these acknowledgments.

References:

BP 7310 – Nepotism and BP 2710 – Conflict of Interest are available at www.yosemite.edu/trustees/boardpolicy

PLEASE NOTE The Yosemite Community College District uses a purchase order method for transactions. An authorized purchase order must be received prior to beginning services. The college district does not allow pre-payments unless previously arranged. Payment terms are net 30 days after the invoice is received and services or items have been completed or delivered.

Name of Authorized Vendor Representative:

Signature of Authorized Vendor Representative:

Date: