

Wilson County Board of Education

Policy Description:

Vendor Relations

Policy Number:

2.809

Amended Date:

06/04/07

Rescinds:

Issued:

06/03/04

1 **GENERAL**

2
3 Each order will be placed on the basis of quality, price, and delivery. Past service will be a factor if all other
4 considerations are equal.

5
6 No person officially connected with or employed by the school system will be an agent for or have any financial
7 compensation or reward of any kind from any vendor for the sale of supplies, materials, equipment, or service.¹

8
9 **INDIVIDUAL SCHOOLS**

10
11 Schools shall execute a written agreement with vendors for all fund-raisers.² The agreement shall include, but
12 not be limited to, the following information.

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14 1. The division of profits that result from the activity;
15 2. Payment of sales tax;
16 3. Delivery date(s);
17 4. Package prices or other charges; and
18 5. Scheduled dates of service.

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20 Vendors visiting separate schools must have permission from the director of schools or finance director before
21 visiting the school or staff members. Vendors' visitations to schools shall not be permitted to interfere with the
22 normal instructional and learning process.

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¹ TCA 49-6-2003

² Tennessee Internal School Uniform Accounting Policy Manual; Section 4-27