



INVITATION FOR APPLICATIONS AS DESIGNATED BOARD SUPPLIER UNDER THE ELEMENTARY STANDARDIZED DRESS CODE POLICY

In accordance with Niagara Catholic District School Board Elementary Standardized Dress Code Policy, “parents have the choice to purchase standardized elementary dress code items from any retailer or from a designated Board supplier.” - *Elementary Standardized Dress Code (#302.6.10)*

The Niagara Catholic District School Board invites applications for approval as a non-exclusive Designated Board Supplier (“DBS”) of elementary standardized dress code clothing for students attending Niagara Catholic District School Board elementary schools. To obtain approval and to advertise as a DBS for elementary standardized dress code clothing, the DBS must agree to the following:

1. The DBS must have a copy of the Board Policy for Elementary Standardized Dress Code as well as the Administrative Guidelines on hand at the retail premises.
2. The DBS must be approved in writing by the Board and remain approved by the Board.
3. The DBS must undertake to provide a discount for families to assist with initial purchases as required by the Elementary Standardized Dress Code Policy.
4. The DBS will undertake to provide discounts for families with more than two children or a family spending more than \$100.00 per purchase as required by the Elementary Standardized Dress Code Policy.
5. The DBS will advertise and/or sell clothing that meets the Niagara Catholic District School Board Elementary Standardized Dress Code Policy and Administrative Guidelines of the Board.
6. Co-Curricular clothing items, spirit wear and athletic uniforms are not included in the Elementary Standardized Dress Code Policy.
7. The DBS acknowledges that the approval is as a Designated Board Supplier for standardized dress code for elementary school pupils only, and that this approval does not cover secondary schools with the Niagara Catholic District School Board. Secondary school uniform providers are designated by individual Niagara Catholic District School Board high schools in accordance with the Secondary Uniform Policy.
8. The DBS acknowledges that the Niagara Catholic District Board does not support manufacturers who practise unfair labour practices including the use of child labour and the DBS hereby agrees to ensure that the apparel is manufactured under safe, just and healthy conditions and in accordance with the local labour laws and standards. The DBS acknowledges that a failure to maintain these standards will result in a loss by the DBS of approval as a Niagara Catholic Designated Board Supplier.

Initials: _____

Board Designated Supplier, when approved by the Board and while approved by the Board will be entitled to:

1. Listing on the Board website as a Designated Board Supplier for elementary standardized dress code items for elementary school pupils in the Niagara Catholic District School Board.
2. The DBS will have its name and address listed on the Board website.
3. The DBS may advertise itself as a Designated Board Supplier for elementary standardized dress code items for elementary school pupils within the jurisdiction of the Niagara Catholic District School Board.
4. The Niagara Catholic District School Board website will be updated at least two times per year.

The undersigned hereby agrees to be bound by the above terms. The undersigned acknowledges that it can withdraw from the above agreement at any time with notice in writing to the Niagara Catholic District School Board and that the Niagara Catholic District School Board can revoke approval at will upon notice in writing.

DATED this _____ day of _____, 2013 _____

*(Signature of Authorized Designated Board
Elementary Standardized Dress Code Supplier)*

*(Print Name and Title of Authorized
Designated Board Elementary Standardized Dress Code Supplier)*

Company Name: _____

Address: _____

Phone #: _____ Facsimile #: _____

ACCEPTED this _____ day of _____, 20__ _____

*(Signature of Authorized Representative of
Niagara Catholic District School Board)*

*(Print Name and Title of Authorized
Representative of Niagara Catholic
District School Board)*

Completed and signed forms must be returned to:
Niagara Catholic District School Board
427 Rice Road, Welland, ON. L3C 7C1
Attention: Mark Ferri, Manager of Purchasing Services