



# GARLAND INDEPENDENT SCHOOL DISTRICT VENDOR APPLICATION

## VENDOR ACKNOWLEDGMENT - PROHIBITED ACTIVITIES CJ(LEGAL/LOCAL) | BT(LEGAL) | EMB(LEGAL) | GF(LEGAL/LOCAL)

### ACKNOWLEDGEMENT AND COMMITMENT

By signing below, the vendor confirms receipt and electronic copies of the applicable District policies and agrees that its owners, employees, agents, and subcontractors performing District work will comply with them.

### PROHIBITED ACTIVITIES

- Employment assistance: Do not assist a person in obtaining a new job when the vendor knows, or has probable cause to believe, that the person engaged in unlawful sexual misconduct involving a minor or student. Routine file transmission is permitted subject to CJ(LEGAL).
- Instruction or activities: Do not intentionally or knowingly provide, or assign another person to provide, instruction, guidance, activities, or programming prohibited by law. See CJ and EMB.
- DEI duties: Except as required by state or federal law, do not intentionally or knowingly engage in, or assign another person, DEI duties at, for, or on behalf of the District. See BT for complete definitions and exceptions.

### IMPORTANT LIMITATIONS/PERMITTED ACTIVITIES

- Policy controls: This summary does not replace applicable law or Board policy. Vendors must review the cited policies and comply with any stricter applicable requirement.
- Permitted activities: Nothing in this acknowledgment prohibits conduct required by federal or state law, a court order, or lawful District direction, including lawful instruction or programming and routine personnel-file transmission.
- Questions: When applicability is uncertain, obtain written District guidance before proceeding.

### DEI DISCIPLINE AND APPEAL PROCEDURE

**Discipline.** A contract is subject to termination if the District determines that a contractor intentionally or knowingly engaged in or assigned DEI duties at, for, or on behalf of the District. The contractor will receive adequate due process, including notice and a meaningful opportunity to respond.

**Appeal.** The contractor may appeal disciplinary action, including termination, under GF(LOCAL). An appeal must be submitted on the District form within the applicable deadline (generally 20 calendar days after a decision) and may proceed through administrative review to the Board.

### RECEIPT AND CERTIFICATION

☐ I received electronic copies of, or accessible electronic links to, the applicable District policies and procedure.

**VENDOR/COMPANY**

\_\_\_\_\_  
**PRINTED NAME OF AUTHORIZED REPRESENTATIVE**

\_\_\_\_\_  
**TITLE**

### CERTIFICATION STATEMENT

By signing, I certify that I am authorized to bind the vendor, understand these requirements, and agree to comply.

\_\_\_\_\_  
**SIGNATURE OF AUTHORIZED REPRESENTATIVE**

\_\_\_\_\_  
**DATE**

### RELATED BOARD POLICIES – CLICK TO OPEN

[CJ - Contracted Services](#)

[BT - Prohibition on DEI Activities](#)

[EMB- Instructional Requirements](#)

[GF- Public Complaints and Appeals](#)