



## JUST KEY - Vendor Packet Request & Provider Agreement

### PURPOSE OF THIS AGREEMENT

The purpose of this agreement is to outline the obligations of vendors working with JUST KEY while ensuring the protection of JUST KEY, its employees, its owners, clients and you, the vendor.

### VENDOR PACKET REQUEST

Attached you will find the requirements to complete a Vendor Packet Request. All forms must be filled out completely and the required documents must be submitted before any work is initiated on any JUST KEY contracted properties.

**The following forms and documents are required by JUST KEY:**

- **Cover Sheet** - signed
- **Vendor Agreement** - Signed by the owner, manager, or agent for the owner
- **Vendor Information Sheet**
- **W-9**
- **General Liability Insurance Certificate** (COI - JUST KEY must be an additional insured)
- **Copy of Current Business License**
- **Copy of Contractor's License** (if you are a contractor)

**Note:** All documents must be verified by a JUST KEY supervisor or manager before approval authorization to commence any work is given to the vendor.

**Please email completed forms to [info@jknms.com](mailto:info@jknms.com) once the Vendor Packet Request and Provider Agreement are complete.**

\_\_\_\_\_  
**PROVIDER SIGNATURE**

\_\_\_\_\_  
**PROVIDER FULL NAME**

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

**Agreement:**

This Vendor Agreement ("Agreement") is made between LV SHOWS LIVE LLC dba "Just Key" ("JUST KEY") and \_\_\_\_\_ ("Vendor").

**1. Scope of Work:**

1.1. Vendor will perform work as described in each work order issued by JUST KEY, complying with all relevant laws.

**2. Pricing and Payment:**

2.1. Vendor must submit pricing for approval before starting work. Discussions on pricing are exclusively between JUST KEY and Vendor. Payment will be made within 30 days of invoice receipt, provided work is satisfactorily completed.

**3. Independent Contractor:**

3.1. Vendor is an independent contractor, responsible for their own taxes, insurance, and obligations.

**4. Confidentiality:**

4.1. Vendor agrees to keep all information, including pricing and client details, confidential.

**5. Term and Termination:**

5.1. This Agreement is effective until terminated by either party with 30 days' notice. Immediate termination is possible if Vendor fails to comply with the Agreement.

**6. Indemnification:**

6.1. Vendor agrees to indemnify JUST KEY and its clients from any claims arising from the work performed.

**7. Insurance:**

7.1. Vendor must maintain necessary insurance and provide proof upon request.

**8. Miscellaneous:**

8.1. **Governing Law:** Nevada law applies.

8.2. **Entire Agreement:** This is the entire agreement between the parties.

8.3. **Amendments:** Changes must be in writing and signed by both parties.

8.4. **Severability:** If any part is invalid, the rest remains in effect.

8.5. **Waiver:** Failure to enforce any provision is not a waiver of future enforcement.

8.6. **Notices:** Notices must be in writing and sent to the provided addresses

IN WITNESS WHEREOF, the parties hereto have executed this Vendor Agreement as of the date first above written.



\_\_\_\_\_  
**JERZY KROKOWSKI**  
**JUST KEY - FUNDER**

\_\_\_\_\_  
**VENDOR SIGNATURE**

\_\_\_\_\_  
**VENDOR BUSIENSS NAME**

\_\_\_\_\_  
**PROVIDER FULL NAME**

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

# Vendor info sheet

Summarize important details for JUST KEY

**Company name:**

**DBA:**

<b>Date:</b>	
<b>Mailing Address:</b>	
<b>Phone #:</b> <b>Fax #:</b>	
<b>Email:</b> <b>Website:</b>	
<b>Contact Person:</b> <b>Title:</b>	
<b>Type of Business:</b>	<b>Corporation:</b> <b>Partnership:</b> <b>Individual Terms:</b>
<b>EIN or SSN:</b>	

## INFO

By updating the provided document to reflect these changes, JUST KEY ensures a streamlined and efficient process for vendors to initiate and maintain their services while maintaining clear and professional standards.

### Vendor Reference

Name:  
Address:  
City:  
State:  
Zip:  
Phone #: