



The College at
BROCKPORT
STATE UNIVERSITY OF NEW YORK

Procurement and Payment Services

Effective July 1, 2010

Attn: College at Brockport Apparel/Promotional and Sports Equipment Vendors

Please be advised of a new initiative on The College at Brockport campus that will allow the College to maintain compliance with SUNY policies and procedures related to anti-sweatshop legislation and additionally to protect the College's image and trademarks.

Effective July 1, 2010, all apparel and sports equipment purchased by ANY College at Brockport personnel, regardless of payment funding source, will require a completed and signed Fair Labor Certification prior to the purchase to attest that the product(s) purchased meet all standards related to fair labor practices, including anti-sweatshops. Failure to provide this required certification will result in non-order and non-payment.

In addition, any product(s) that will use a College at Brockport trademark or logo will require that the purchase be through a Certified Licensed Vendor managed by the Licensing Resource Group (LRG). This includes all apparel and promotional product purchases - even those that do not require royalty payments.

If you currently do not have a license to sell trademarked product for The College at Brockport, you may be granted a single order license (SOL) only one time. It will, then, be necessary for you to obtain a full license in order to continue selling trademarked product(s) to the College.

To pursue a full license with The College at Brockport, please visit www.lrgusa.com/apply.php to begin the licensing process. Additional licenses may also be purchased for products produced for and sold to four (4) other Western NY SUNY campuses, University at Buffalo, Buffalo State University, SUNY Fredonia, and SUNY Geneseo.

Please contact Donna Napier, (585) 395-5139, with questions related to the above initiative.

Best regards,

Karen Riotto
Assistant Vice President
Finance & Management

Mark Stacy
Director
Procurement & Payment Services