

Commonly Used Vendors

The following is a brief list of commonly used vendors approved by the university. For a more detailed list, [contact Campus Activities](#). If a vendor is not on either list, check with Purchasing to see if the vendor is approved by the university. Vendors can apply for approval through the Purchasing Office.

Always contact the vendor to make sure they still accept purchase orders.

For all vendors in italics, contact Veneranda Irinco in Purchasing at irinco@usc.edu for additional codes that might be needed for vendor approval

Vendor Name	Vendor Code	Phone Number
Audio/Visual		
A.V. Concepts, Inc.	386996	480-577-6000
CP Communications (Walkie Talkies)	387635	818-954-9970
<i>Nelson Sound</i>	<i>312477</i>	<i>818-566-8866</i>
Presentation Services	377326	310-277-2000
Take One Productions	345660	949-588-7468
USC Instructional Media		213-740-1010
Video and Audio Center	119467	310-451-6200
Videocam, Inc.	324792	714-772-2002
Balloons		
Balloon Celebrations	255376	310-208-1180
Balloon Wonderland	365769	323-265-1788
Banners and Signs		
<i>AAA Flag and Banner Mfg. Co.</i>	<i>360431</i>	<i>213-746-2760</i>
<i>Banner Factory</i>	<i>360431</i>	<i>213-383-2111</i>
Ready Reproductions	1291	213-749-2041
<i>Signman</i>	<i>350689</i>	<i>562-579-2227</i>
Bartenders/Staff		
Black Tie Event Services, Inc.	432534	310-337-9900
Beverages/Alcohol		
Bonaventure Brewing Company	405275	213-236-0802
<i>Hollywood Coffee Services, Inc.</i>	<i>433160</i>	<i>818-753-7800</i>
John and Pete's	180547	310-657-3080
West Coast Beverages	340433	714-319-8333
Caterers		
Barbra West Catering Services	351108	323-221-9204
Bread and Butter Catering	421206	310-559-5770
Catering by Herach and Ara	277166	323-728-0573
The Kitchen for Exploring Foods	160242	626-793-7218
Jackson's Somerset Catering	305855	323-732-5400

Patina Catering	271641	323-467-1108
USC Catering and Conference Services		213-740-5956
<i>Wolfgang Puck Catering and Events</i>	391225	866-491-1250
Event Rentals		
Academy Tent and Canvas	81544	800-228-3687
American Classic	360654	626-330-4149
Ametron (Electronics)	1949	323-464-1144
<i>Aztec Rents</i>	239176	800-258-7368
Classic Party Rentals	32489	310-202-0011
Dolphin Party Rents	314665	626-795-5131
Grosch Scenic Rentals	3518	323-662-1134
<i>L.A. Party Rents</i>	190429	818-989-4300
Party Pronto	376891	626-821-0200
Pico Party Rentals	216957	323-957-5460
Sir Rentals	357569	323-957-5460
Tangram (tables)	444607	213-740-9787
USC Mailing and Materials Mgt. (Helium Tanks)		213-743-2299
Flowers		
California Floral Company	29470	213-624-0916
CJ Matsumoto and Sons	277649	310-287-1880
Collage	402766	310-558-1300
Eve's Garden	422600	310-278-5588
Pasadena Petal Pushers	429918	800-787-1983
Food		
2 for 1 Pizza	342758	213-479-4515
Alex's Meat Market	355271	818-762-9977
<i>Bella Ragazzi</i>	400363	213-675-0155
Coley's	306269	323-290-4010
Domino's	35106	213-675-0155
<i>Dulan's</i>	163196	323-296-3034
El Pollo Loco	200496	213-746-9999
<i>Hollywood Coffee Service, Inc.</i>	433160	818-753-7800
Kikka Sushi	183660	310-410-1151
La Barca	130161	323-735-6567
Mario's Deli	354548	818-242-4114
McDonald's	427882	213-746-4915
Pasta Roma	324441	213-742-0303
Phillips BBQ	274917	323-292-7613
<i>Pizza Hut</i>	250999	213-746-2900
Roscoe's	341010	800-347-6726
Southern California Cuisine	287307	213-745-1777
Subway (Figueroa)	220775	213-745-4868
Subway (University Village)	310335	213-748-1021
Togo's	384601	323-730-2900
USC EVerybody's Kitchen		213-740-0259
USC Hospitality Services		213-740-9556
USC Room Service		213-740-6801

Grocery

Food 4 Less 283701 323-735-8317

Hotels

Adams Mark Hotel (Denver, CO) 209398 303-893-3333
Best Western Regency Hotel (H. Beach, CA) 429645 714-962-4244
Best Western University Inn (Chapel Hill, NC) 364220 919-932-3000
Days Inn (San Luis Obispo, CA) 451962 805-549-9911
Doubletree Hotel (Bellevue, WA) 379596 425-455-1515
Hyatt Regency (Monterey, CA) 108169 831-372-1234
Hyatt Regency (Sacramento, CA) 195627 916-443-1234
Radisson Hotel (Austin, TX) 465630 512-478-9611
Radisson Hotel (Cambridge, MA) 453027 617-492-7777
Radisson Hotel (Midtown Los Angeles, CA) 341329 213-748-4141

Lighting Design

4 Star Lighting 245837 818-221-0608
21st Effects 387308 310-710-9386
DB Lighting 437755 310-914-5910
Kinetic Lighting, Inc. 366109 310-286-7189

Linens

BBJ Linens 388472 310-204-0363
Classic Party Rentals 32489 310-202-0011
Cloth Connections, Inc. 399077 845-426-3500

Mailing Services

Dolphin Data Corporation 293284 818-224-1100
Mercury Mailing Systems 292183 323-848-8850
USC Mail Stop 213-740-2467
USC Mailing and Materials Management 213-743-2299

Media

Greek Telephone Directory 385779 818-995-1925
USC Daily Trojan/El Rodeo 213-740-2707

Miscellaneous Event Service and Supplies

Andy Gump, Inc. (Portable toilets) 143508 800-992-7755
Arrowhead Water 187702 310-327-4044
Dunn Edwards (Paint) 1020 213-747-9441
Home Depot 295571 310-822-3330
Northridge Equipment Rentals (Forklifts, trucks) 354302 800-423-5122
Costco 287268 800-788-9968
Sparklett's Water 457300 800-824-8525

Movie Rentals

Swank Motion Pictures, Inc. (Screenings) 37591 314-534-6300

Office Supplies

Office Depot	301686	562-988-9101
Staples	278534	213-746-6340
Party Supplies		
Adele's of Hollywood (Costumes)	243740	323-663-2231
<i>Anza Rents</i>	142918	310-320-6200
Fun Services (Games)	309942	714-996-6700
Michael's	267589	310-393-9634
Oriental Trading Company	265823	800-228-2269
<i>Original Party Master (Games)</i>	397312	626-574-8570
Party on Party Supplies	342373	310-659-8621
Party Pronto	376891	626-821-0200
Party World	357357	818-846-6202
Pico Party Rentals	216957	323-936-8268
<i>Sonsational Activities and Events</i>	449285	253-630-8300
Wilburn's	242290	213-569-7169
Plants		
Green Set, Inc.	293206	818-764-1231
Plant Medic	315525	310-842-7240
Photography		
Berliner Photography, LLC	204751	323-857-1282
Dan Avila	17338	213-747-0998
<i>JW Party Pictures, Inc.</i>	264893	310-915-1640
Lee Salem Photography, Inc.	366958	323-936-3139
Photography by Barry E. Levine	361762	310-475-1628
Take One Productions	345660	949-588-7468
Printers/Copiers		
Canon Copiers	3732	310-217-3000
Xerox Corporation	210973	213-614-0361
Printers and Designers		
<i>Abstrakt Designs</i>	470033	818-357-1811
Boldface Designs	324966	213-383-8100
<i>California Poster Printing</i>	377719	818-244-9610
Capitol Press, Inc.	365321	310-577-6606
Century Guild Press	370961	626-304-0404
Charlie Chan Printing	263853	323-850-5407
Collegiate Circuit	361878	562-941-4700
Green's Printers and Lithographers	151473	562-426-8333
Hamilton Direct	456671	818-885-5121
IE Design	400630	310-727-3500
The Letterhead Factory	175726	310-320-2222
Microdot Press	279580	323-321-8940
Monochrome	340207	310-464-0068
Polydot Printing Specialists	388469	562-777-1940
Queen Beach Printers	139185	562-436-8201
Quick'r Print'r	152252	323-254-3935

Ready Reproductions	1291	213-749-2041
Relief Printing	387	626-814-8181
Warren Group Graphic Design	173639	310-204-4012
Wright Color Graphics	279930	818-246-8877
Zada Graphics, Inc.	279580	323-321-8940

Production

4 Star Lighting	245837	818-221-5114
Angstrom Lighting	8350	323-462-4246
Auntie M	294187	626-308-9774
Bovard Productions		213-740-4211
Tristar	354354	714-667-0608
USC Ground Zero Production Office		213-740-7349

Promotional Items

Best Promotions	400988	818-788-1178
Burros Promotional Products, Inc.	365443	507-454-5833
The Greek Escape	223538	507-454-5833
Items Unlimited	208693	818-766-9395
Primetime Marketing	336253	415-703-7200
Promotional Ideas	237126	310-391-9826
USC Bookstore		213-740-9042

Rental Cars, Limos, and Transportation

<i>Amtrak</i>	242955	800-872-1477
<i>Budget</i>	182663	213-483-3307
Catalina Express	39953	310-519-7971
<i>Embree (Buses)</i>	363375	626-398-5454
Enterprise Rent-a-Car	249097	213-746-6654
Gold Coast Tours (Buses)	54149	714-449-6888
Laidlaw Educational Services (Buses)	348004	800-300-9599
Limousine Connection	289971	818-766-4311
Thrifty Car Rentals	431540	919-832-9381

Retreat Sites and Conference Centers

Alhatti Christian Resort (Idyllwild)	467112	951-659-2066
<i>All Seasons Resort Rentals (Big Bear)</i>	174374	951-866-5851
California-Pacific Conference Center	404704	626-568-7300
Idyllwild Pines Camp and Conference Center	174374	951-659-2605
La Casa de Maria Retreat and Conference Center	11619	805-565-9092
Lake Arrowhead GMAC Real Estate	434475	909-337-8594
<i>Mountain Country Realty, Inc.</i>	431288	909-337-8551

Scenery

<i>Eventworks, Inc.</i>	391054	323-321-1793
Grosh Scenic Rentals	3518	323-662-1134
<i>Show Biz Enterprises</i>	127859	818-989-5005

Security

<i>Staff Pro, Inc.</i>	391054	562-596-5949
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USC Career and Protective Services		213-740-5523
USC Department of Public Safety		213-740-0820

Specialty Foods

Chocolates a la Carte	224499	661-257-3700
<i>El Taquito Restaurant</i>	<i>449151</i>	<i>323-223-1649</i>
Giuliano's Deli and Bakery	76019	310-323-6990
<i>Le Chef Bakery</i>	<i>240522</i>	<i>310-367-5645</i>
Pastries by Nancy	334874	626-794-9839
<i>Rincon Mexican Restaurant</i>	<i>455293</i>	<i>323-722-4474</i>
Takes the Cake Bakery	391672	626-792-1109

Specialty Services/Other

Culver Ice Rink	83181	310-398-5719
Guitar Center of Hollywood	101180	323-398-5719
<i>Hay Dude Ranch (Horseback Riding)</i>	<i>346923</i>	<i>951-763-2473</i>
<i>Hi-Qua Sports (Equipment)</i>	<i>466797</i>	<i>626-810-1880</i>
Los Angeles Zoo	438003	323-644-6400

Technical/Electronic Supplies

<i>The Computer Place</i>	<i>296640</i>	<i>310-659-1500</i>
Fry's Electronics	321172	818-526-8100
<i>Greenbear Technologies, Inc. (Rentals, Support)</i>	<i>241670</i>	<i>888-292-0978</i>
Omega Engineering	263	800-826-6342
<i>S and S Enterprises, LLC</i>	<i>425333</i>	<i>818-361-1114</i>
USC Computer Store		213-740-7692
USC Instructional Media Services		213-740-1010

Tenting

Academy Tent and Canvas	81544	800-228-3687
Classic Party Rentals	32489	310-202-0011
L.A. Party Rents	190429	818-989-4300

T-Shirts

<i>American Graphics Silkscreen</i>	<i>386373</i>	<i>323-294-9408</i>
Homeboy Industries	346516	213-623-7955
Items Unlimited	208693	818-766-9395
Quick Draw Custom Screen Printing	272769	310-477-6770
USC Bookstore		213-740-9042
Victory Custom Athletic	246091	818-349-8476

Travel Agencies

Crown International Travel	294146	310-837-3424
STA Travel	369315	213-743-4782

Trophies/Awards

Ferdman Engraving	201798	310-837-3424
House of Trophies and Awards	376695	323-264-9042
Southern California Trophy	7072	213-746-6444

Valet/Parking

Chuck's Parking Service	285211	818-788-4300
USC Trojan Transportation		213-740-3575
Z Valet and Shuttle Service, Inc.	144592	323-954-3700

Wardrobe

Adele's of Hollywood (Costumes)	243740	323-663-2231
Western Costume Leasing Co.	988	818-760-0900

USC Services

Bovard Productions		213-740-4211
Facilities Management		213-740-6833
Ground Zero Production Office		213-740-7394
Hospitality Services		213-740-9556
Lock Shop/Facilities		213-740-6833
Lyon University Center		213-740-5127
USCard		213-740-9709
USC Career and Protective Services		213-740-5523
USC Department of Public Safety		213-740-0820
USC Room Service		213-740-6801