

## 02.21 Solicitation, Advertisement, Product, or Sample Product Dissemination

Original Approval: **DATE**

Last Updated: **DATE**

Last Reviewed: **DATE**

### Policy/Purpose:

It is the policy of Wallace Community College – Selma (WCCS) to ensure compliance with all federal and state ethics laws <https://www.ethics.alabama.gov/> as it relates to solicitation, advertisement, and product or sample product dissemination.

### Scope:

This policy applies to all WCCS students and employees during any activity involving the College, including the workday. In addition, visitors, vendors, contractors, and all other non-employees are expected to recognize and comply with College policies.

### Definitions:

There are no definitions applicable to this policy.

### Details:

1. **Solicitation:** An agent, vendor, or solicitor will not be allowed on campus to sell merchandise or services to students except when sponsored by a student organization and approved by the Dean of Students or designee. Sponsorship by a student organization involves bearing the responsibility for the reputation of the vendor. Sponsorship by a student organization also involves the requirement of student participation in the actual selling, as well as ensuring that the sponsoring student organization receives a significant portion of the receipts from sales.
2. **Exceptions:** Charitable, tax-exempt organizations will be considered on an individual basis.

### Procedure(s):

1. Individuals and/or organizations may contact the Student Services Office for additional information at **ADD PHONE NUMBER**.

### Additional Provisions/Information

Refer to the Foundation Policy.