

## GCCC Policy Add Template

**Category:** Personnel

**Division:** ADMINISTRATIVE

**Department:** [Click here to enter text.](#)

**Policy Title:** SOLICITING ON CAMPUS

**Policy Statement:** Solicitation is not permitted on college property unless authorized by the President. Solicitation is defined as, but not limited to, an approach or request by an individual, business or commercial organization for the purpose of selling goods, products and/or services directly to faculty, staff and/or students for personal, business or commercial gain. Unauthorized vendors may not solicit business nor buy from or sell any products or services to faculty, staff, and/or students on college property or through the use of the college's communication systems that are intended for the faculty, staff or students own individual use. This policy shall not prohibit vendors from providing information to college employees which may be intended for or necessary for conducting college business.

Employees and students shall not be permitted to sell goods, products and/or services directly to faculty, staff and/or students for personal, business or commercial gain an accordance with the terms as provided in the paragraph above. Employees or students wishing to offer products for sale which benefit a charitable organization or are items of a personal nature are not allowed use of the college's communication system.

Employee classified are available for solicitation for personal items.

**Procedures:** [Click here to enter text.](#)

**Contacts:** Director of Human Resources

**Approved Date:** 8/1/2013

**Policy History:** 10/29/13

**Keywords:** soliciting, classified ads, personal sales

**Related Form:** [Click here to enter text.](#)