

## Commercial Solicitation Policy, 7.04 Chapter 7: General Administrative

**Responsible Office:** Institutional Advancement  
**Applies to:** Faculty, Staff, Students, Volunteers and Visitors  
**Approved:** 11/15/2022

**Policy:** The purpose of the Commercial Solicitation Policy is to provide an educational and work environment free of disruptions from commercial solicitation. Rhodes State College prohibits all unapproved Commercial Solicitation by any individual or organization on College property. All individuals and organizations, including College students and employees, must request permission to conduct Commercial Solicitation on College property or through the use of College resources through the Commercial Solicitation Request Procedure.

### Guidelines:

#### I. Definitions

- a. **Commercial Solicitation** - peddling or otherwise selling, purchasing or offering goods and services for sale or purchase, distributing advertising materials, circulars or product samples, or engaging in any other conduct relating to any outside business interests for profit, monetary contribution, or personal economic benefit on College property or through the use of College resources.
- b. **Work Time** - period of time when employee is engaged in or expected to be engaged in service on behalf of the College. Work Time does not include lunch periods or work breaks.

### Related Policies or Procedures:

[Commercial Solicitation Procedure 7.04\(a\)](#)  
[Commercial Solicitation Request Form](#);  
[Use of College Outdoor Space Policy](#);  
[Use of College Facilities Policy](#); and  
[Code of Student Conduct Policy 4.01](#)

**Compliance References:** All applicable federal, state and local laws

### History:

	Date:	Reason:
<b>Issued:</b>	4-17-2012	Original policy was reviewed and approved by Board of Trustees
<b>Revised:</b>	3-19-2019	Board of Trustees Revision
<b>Revised:</b>	11-16-2022	Replaces BOT policy on 3-19-2019

*This policy and / or procedure provides operating principles for Human Resources issues at Rhodes State College. It supersedes any prior policy covering specific subject. This policy and / or procedure may be suspended, modified or cancelled as determined by the College. This policy and / or procedure does not create a contract of employment, nor is it a condition of employment between the College and its employees.*