UNIVERSITY POLICY SA-01.01-06/01  

DATE: June 21, 2001  

TO: University of West Florida Community  

FROM: Morris L. Marx, President  

SUBJECT: Selling, Advertising, and Soliciting  

AUTHORITY: Section 240.227 F.S.  

Policy/Purpose: Interprets Rules 6C-6.010 and 6C6-3.014, F.A.C.  

Only university-registered student organizations may engage in fund-raising activities to sell products, publications or services and to collect donations. Prior written approval for such projects must be obtained from the University Commons and Student Activities Office in accordance with the following regulations:

1. Before approval is granted, the student organization must submit an Event Registration Form to the University Commons and Student Activities Office describing the proposed project including purpose.

2. The student organization must keep accurate financial records and provide to the university, upon request, a full and complete accounting.

3. Fund-raising projects must be conducted in a lawful manner and in compliance with university regulations. State law prohibits raffles and lotteries.

4. Faculty, students, staff and non-university personnel shall not engage in selling, advertising or soliciting on campus unless the Vice President for Administrative Affairs has issued them a permit for this purpose. Commercial vendors are restricted to the University Commons and are governed by policies and procedures established by the University Commons and Student Activities Office.

APPROVED: Dr. Morris L. Marx, President  

DATE: July 5, 2001