Solicitations in the Student Union

Summary/Purpose: This policy is for reserving space for solicitations in the Student Union.

1. Reservations are made through the Department of Campus Programming, where a reservation agreement must be completed.
2. Available space for solicitations is limited to the Lobby and the covered Mall on the southeast corner of the Union.
3. Space is limited to 1 solicitor per day.
4. Solicitations will not be allowed on the Student Union Plaza.
5. There is a $30 fee per day to reserve space in the Student Union Lobby. Solicitors requesting space in the Lobby for one week (five consecutive days), will be assessed a flat fee of $130.
6. Solicitations may be conducted outside on the Union Mall for a fee of $30 per day per booth space. For solicitors that need a larger area, 3 booth spaces may be reserved for a fee of $60 per day.
7. All fees MUST be paid at time of reservation. All payments must be in the form of cash or check. If the check is not properly processed by the bank, the reservation will be cancelled and the solicitor will not be allowed to reserve space in the future unless cash is paid for reservation fee.
8. Cancellations MUST be made 24 hours in advance or fees will be assessed. ($30 daily or $130 flat for Lobby; $30 or $60 for each day cancelled on the Mall).
9. Solicitors will not be allowed to block book consecutive weeks. Reservations may only be made for up to one week at a time.
10. At the discretion of the Department of Campus Programming, penalty fees ($30 daily or $130 weekly) may be assessed for solicitors failing to appear on the date(s) reserved.
11. There can be no solicitations or marketing that will conflict with the exclusive sales agreement that the University has with contracted businesses and/or corporations.
12. There shall be NO solicitation, marketing, or recruitment by credit card companies other than those who have official ties with The University of Mississippi.
13. FOOTBALL WEEKENDS: Table space and reservations on home football weekends will be limited to student organizations who have received permission from the Dean of Students Office.
14. Interpretation of the regulations and their adjustment to special circumstances shall be the prerogative of the Department of Campus Programming.

**The Department of Campus Programming reserves the right to cancel the signed contract made with the Vendor. If the Vendor has items on display, the vendor must promptly remove all items and immediately leave the location. Rental fees received will NOT be reimbursed. The vendor will still be responsible for paying the 10% commission from sales and/or rental fees. These commissions and/or fees MUST be paid before leaving the location.**

15. Failure to abide by these guidelines will result in loss of privileges.