

50.6 Solicitation Regulations

- **50-6-1 Purpose**
- **50-6-2 Solicitation of Individuals**
- **50-6-3 Solicitation of the University**

1. Purpose. Eastern New Mexico University-Roswell (ENMU-Roswell) has the authority to control activities upon its campus. Accordingly, sales and/or solicitation activities, upon or near the institution's premises, are controlled by ENMU-Roswell for the purpose of preventing adverse or disruptive influences.

2. Solicitation of Individuals. Any party proposing to solicit or conduct sales activities must first receive clearance from the Office of the Vice President for Business Affairs. The Vice President for Business Affairs, at his/her discretion, may grant clearance for the proposed activities. Limitations may be placed upon the solicitation efforts by the Vice President for Business Affairs in order to prevent disruption of the institution's affairs.

Clearance for sales or solicitations shall not be granted to those parties who propose activities that conflict with concession rights awarded to vendors by contract.

Campus facilities, equipment or communications systems may not be used to support solicitation efforts conducted by or directed toward campus personnel (either employees or students).

3. Solicitation of the University. Any party proposing to sell to ENMU-Roswell shall contact the procurement officer. The procurement officer may direct the vendor, as appropriate, to managers in departments or divisions that would have an interest in the offered services/products. "Door-to-door" sales efforts are not authorized on campus. It is not intended that on-going business and trade relationships with departments or divisions of the institution shall be inappropriately limited by this policy.