

VENDOR POLICY

I. NAME

This document shall be called the Vendor Policy.

II. PURPOSE:

This policy is, and will be, in effect in order to govern the use of all space and tables used for vending, solicitations, sales, information or distribution purposes by California State University, Chico (CSUC) recognized student organizations and other persons/groups in the Bell Memorial Union (BMU).

III. DATE OF EFFECTIVENESS

This policy shall be effective upon approval of the Associated Students Facilities Committee (ASFC) and the Associated Students Board of Directors (AS BOD).

IV. AMENDMENTS

This policy may be amended by a 2/3 vote of the ASFC and reported to the BOD.

V. GUIDELINES

A. Tables and space may be used for distribution of information or sale of items. Items may not be sold at the table spaces that are in direct competition with an AS business. The sale of items at these spaces may include, but are not limited to:

1. Baked goods, popcorn and single service commercially prepared beverages.
2. Tickets for events.
3. Donations for drawings.
4. Valentine greetings, Mother's Day flowers, etc.

B. User fees:

1. Any student organization that conducts a fund raiser or is distributing information regarding their organization shall not be charged a user fee.
2. Any student or student organization that represents any corporation, merchant, or wholesaler will be charged a user fee.
3. CSUC student vendor with valid ID or non-recognized student organizations will be charged a user fee.
4. Commercial vendors/wholesalers will be charged a user fee.
5. University departments and organizations will be charged a user fee.

C. All food sales shall be in compliance with Health Department policy governing food sales, and be approved by the University Environmental Health and Safety Officer.

D. There are six mall table spaces available per day. Four spaces shall be for recognized student organizations, and two spaces shall be for other users. Student organizations may use tables three days per week/six days per month, and all others may use tables five days per month.

- E. The ASFC reserves the right to deny mall table use to any applicant. Appeals may be submitted to the Associate Student Union Director Operations.

BMUC Approved: 2/20/95
BOD Approved: 2/24/95
Clean-up Changes: Summer 1999
Revisions Approved BMUC: 5/1/02
Reported to BOD: 5/6/02
Revisions Approved BMUC: 9/21/11
Reported to BOD: 10/3/11
Summer 2022 Cleanup