

CALIFORNIA STATE POLYTECHNIC UNIVERSITY, POMONA
USE OF UNIVERSITY BUILDINGS, FACILITIES, AND GROUNDS
Presidential Order

TRANSACTIONS (NON-COMMERCIAL AND COMMERCIAL)

Commercial transactions including, but not limited to, sale of books, newspapers, magazines, pamphlets, or similar published materials, and the display of property or services for sale on university Property are prohibited unless proper written authorization has been obtained from the University President or designee. Persons or organizations wishing to engage in legal commercial transactions or display goods or services for sale on University Property may be granted permission (maximum of five (5) business days per academic term) if the proposed activity furthers the educational objectives of the campus and is conducted in accordance with the time, place, and manner regulations established by this Order. University auxiliary organizations, registered student clubs/organizations, and faculty/staff organizations may engage in non-commercial and commercial transactions on campus in accordance with this Order. Contact the Office of the Vice President of Student Affairs (studentaffairs@cpp.edu) for information and approval.

- A. **TIME:** Daily, 8 a.m. to 10 p.m., except for current Cal Poly Pomona students, registered student clubs/organizations, staff, faculty, and auxiliary employees who may engage in authorized non-commercial and commercial transactions or display property or services for sale on campus at any time in conformity with this Order.
- B. **PLACE:** (1) A popular location is University Park, northeast grassy area of the entrance to the Bronco Student Center, and (2) other areas designated by the Office of the Vice President of Student Affairs. Distribution inside University buildings is prohibited. Distribution in campus parking lots/structures of any written or printed materials to any motor vehicle parked within the campus is prohibited.
- C. **MANNER:** Non-commercial and commercial transactions must be conducted in a manner that (1) shall not unreasonably interfere with classes or any other University operations; (2) shall not unreasonably interfere with or obstruct the free flow of pedestrian or vehicular traffic (3) shall be carried out without sound amplification equipment; (4) shall be carried out without prolonged, repeated or harassing contact with those who have declined the solicitation; (5) shall not violate applicable laws including those pertaining to obscene matters; (6) shall not consist of term papers, theses, or other written materials used to engage in academic dishonesty, including, but not limited to, plagiarism and cheating, or that would violate the Student Conduct Code; and (7) shall not occur during commencement.

Marketers of credit cards are prohibited from offering gifts to students for their completion of student credit card applications (California Code of Regulations, Title 5, Section 42350.6). Marketers of student credit cards shall register with and receive approval from The University Bookstore or they must be pre-approved via contract with the University. As used in this section, "student credit cards" shall have the meaning in Cal. Civil Code section 1747.02 (m). (See 5 CCR section 42350.6.)

- D. **PERMIT:** For approval to engage in non-commercial or commercial transactions or display property or services for sale on campus, and to obtain the required permit, contact the Office of

the Vice President of Student Affairs (studentaffairs@cpp.edu). The permit must be displayed at all times and all parties must adhere to applicable guidelines.