

## Policy and Procedure

<b>Department:</b> Residential Life and Housing and Auxiliary Services	<b>Section:</b> Living at Creighton
<b>Title:</b> Solicitation	<b>Effective Date:</b>
<b>Authored by:</b>	<b>Approval Date:</b>
<b>Approved by:</b>	<b>Revision Date:</b>
<b>Type:</b> Departmental Policy	

**Purpose:** Outline the limitations of residents or other commercial salespersons regarding solicitation, advertising, and other business practices within the residence halls.

**Scope:** “Solicitation” as defined in this policy refers to door-to-door solicitation and selling within the residence halls, placing of flyers, advertisements, or coupons under the doors of resident rooms or hung on doorknobs in the residence halls, or operating a business out of one’s residential room.

**Policy:** Solicitation or selling of any kind by a resident or commercial salesperson within the residence halls is prohibited.

Under certain circumstances, a student, student group, or commercial salesperson may be given limited privileges to conduct a sale or promotion in a lobby or other approved space; such circumstances require advance approval from the Resident Director and the Department of Residential Life.

Students may not sell anything, post notices, solicit for any purposes or conduct any business from their rooms, apartments, or suites without the written permission of the Director of Residential Life or their designee.

**Procedure:** Residents who observe solicitation in the residence halls should report this behavior to the Residential Life staff.

**Accountability/Follow-up:** Commercial salespersons found soliciting without permission in the halls are subject to removal from the building. Students found soliciting without permission will be asked to remove all flyers, advertisements, coupons, etc., from the building. This is a violation within the [Student Handbook](#). The student’s name and NetID will be documented, and the incident may require further action through the Office of Community Standards and Wellbeing.