

Sales and Solicitation Permit

St. Norbert College
Office of Residential Life

All College individuals representing campus recognized groups, clubs or causes wishing to conduct sales or solicitation in residence halls, apartment buildings, townhouses or the Carriage House or College houses must be approved at least 24 hours in advance, by the appropriate Hall Director or Intern in each area. These permits are necessary for any and all sales, including food, merchandise, or solicited funds. Sales held in residence hall lobbies, or upper class areas must be approved by the Hall Director or Intern. Door to door sales are not permitted.

Concern for the privacy of students, general building security and the protection of property has led to stringent regulations about selling and soliciting in the residential areas. Only groups of individuals who have had their sales approved by the Hall Director or Intern are permitted. Solicitors operating in the residential areas without permission are considered trespassers and are subject to disciplinary action.

Name of Organization: _____

Contact Person: _____ Phone: _____

Names of other individuals representing the Organization:

_____ Phone: _____

_____ Phone: _____

_____ Phone: _____

Date of Event: _____ Hours: _____

Type of Sale/Event _____

Location of Sale/Event _____ Lobby Door to Door Delivery

Signature of contact person: _____ Date: _____

Approval of Hall Director/Intern: _____ Date: _____

This permit must be approved 24 hours in advance of the sales. Use of a residence living area is a privilege, not a right; therefore, groups of students selling in the residential areas must adhere to the policies of the *Citizen/SNC Student Handbook*. The sponsoring organization or individual will be held responsible for any damage or disturbance occurring as a result of the sales or sales personnel.