



UNIVERSITY OF
WEST GEORGIA

Last	N/A
Approved	
Effective	N/A
Next Review	N/A

Area	Finance
Chief Or	Chief
Responsible	Business
Office	Officer

Solicitation, Advertising, and Sales (#3005)

Purpose/Reason for Policy

The Board of Regents (BOR) Policy Manual [6.19 Business Enterprises](#) details the requirement that all business enterprises operated on a campus of a USG institution shall be operated as auxiliary enterprises and shall be under the direct management, control, and supervision of the Chief Business Officer (CBO). To ensure compliance, the advertising, sale, or solicitation for cash donations, goods, or services on UWG property or at any UWG-sponsored event is prohibited except as authorized by procedures established pursuant to this policy.

Policy Statement

All solicitation, advertising, and sales activities conducted on University of West Georgia (UWG) property shall be managed, controlled, and supervised by the Chief Business Officer or designee, the Assistant Vice President of Campus Services.

Scope/Applies To:

☒ All Employees ☐ Faculty ☐ Staff ☒ Students ☐ Vendors/Contractors ☒ Others Third parties doing business with the University.

The Chief Business Officer, in consultation with the Chief Advancement Officer, is authorized to establish procedures for compliance with this Policy.

Associated Procedures

[Affiliated, Non-Affiliated, and Student Organizations](#)

[External Fundraising](#)

Approval Signatures

Step Description

Approver

Date