

PENSACOLA STATE COLLEGE
MANUAL OF PROCEDURES

Procedure Title:	Receiving Permission for Agents, Solicitors, and Salespersons to Pursue a Commercial Endeavor at the College	<u>Number</u> 108
Related Policy:	Agents, Solicitors and Salespersons – 6Hx20-5.016	<u>Page</u> Page 1 of 1

I. Purpose

To establish a procedure for agents, solicitors, and salespersons to offer services and products to College personnel.

II. Procedure

- A. These agents, solicitors, and salespersons desiring to do business with College employees should address a request in writing to the Director, Purchasing and Auxiliary Services.

Responsible Official	Vice President, Business Affairs
President's Signature: 	Date: 02/21/2017