Blackhawk Technical College prohibits, on or in any premises owned, leased, rented or occupied by the College, the solicitation and/or sale of any product or service by a commercial for-profit business, unless such solicitation or sale is authorized in writing by the President/District Director or his/her designee. The solicitation of donations and contributions by non-profit organizations and community groups is also prohibited without prior written approval of the President's/District Director or his/her designee. This policy is not intended to limit or prohibit the business activities of any vendor duly contracted by the District to do business on premises when such business resulted from a solicitation proposal circulated by the College.

Any commercial business desiring to sell products or services or any group requesting to solicit donations or contributions on the College premises shall submit a written request to the President/District Director or his/her designee. This request should state the nature of the products/services to be sold or donations solicited, and identify the duration of the sale/solicitation. Commercial applicants will also be required to provide a sales tax number and/or other documents authorizing them to conduct business in the State of Wisconsin and the County of Rock. Groups soliciting donations or contributions should provide their State of Wisconsin tax-exempt identification number.

The decision of the President/District Director or his/her designee regarding any solicitation or sale activity by any business or group shall be communicated in writing and is considered final.

Nothing in this policy is intended to prevent the solicitation of donations or contributions, and sale of tickets, food, or products by administration, students, faculty, and staff when the proceeds support fund-raising activities of not-for-profit groups and organizations. Such solicitation and sales will be allowable provided they do not interfere with the normal activities of the College.

Policy Adopted: December 17, 1980
Revised: April 17, 2002
Reviewed: December 21, 2005; March 19, 2008