141.2 SUBJECT: SOLICITATIONS AND COLLECTIONS ON CITY PROPERTY

1. OBJECTIVE:
Define the City's policy concerning sales or solicitations and distribution of handbills and other similar items in City facilities.

2. AUTHORITY:
This procedure amended by City Council November 15, 2004, Item A1.

3. DIRECTION:
City Clerk, as an appointed official, serves at the pleasure of, and receives direction from the Mayor.

4. POLICY:
A. Sales or solicitations within City facilities are prohibited, unless the facility has been rented for a private purpose and such activity has been approved by the lessee or unless specific authorization of City Council has first been obtained or unless the solicitation is a food, toy or supply drive approved by the M.E.R.I.T.S. Committee pursuant to P & P 103.5.

B. Salespersons of any kind are prohibited from doing business on City property, except those doing official business with the City.

C. The distribution of handbills, leaflets, and other printed materials, except materials relating to City business or City-sponsored events or benefits, through the City mail system or by delivery to persons inside the City Hall building or in other City work areas is prohibited.

5. FORMS:
None.

6. COMMITTEE RESPONSIBILITIES:
None.

7. REFERENCE:

8. EFFECTIVE DATE:
This procedure effective November 15, 2004.