Solicitation on Campus

Summary/Purpose: This policy explains the University’s position on solicitation on campus and the process for reserving space for solicitation at the University.

Under IHL policy, the University grounds, buildings, and other facilities are not generally available to outside organizations. As such, the University prohibits solicitation on campus, except as permitted by this policy. Solicitation is defined as attempting to sell or providing promotional or informational materials intended to promote, sell, or advertise a good, service, or organization. This policy does not apply to vendors who are working under a contract to do business with the University.

Solicitation on campus may only occur at tables located on The Gertrude C. Ford Ole Miss Student Union (“OMSU”) Plaza during the times listed below.

The policy for reserving space for solicitation at the tables is as follows:

1. Reservations are made through the OMSU Reservation Office, where a reservation agreement must be completed.
2. Available space for solicitation is restricted to the preset locations at the Student Union Plaza between the hours of 10:00 AM – 4:00 PM Monday through Friday. No table solicitations may take place on Fridays prior to home football games. Exceptions may be made only for official University designated activities with the approval of the OMSU. Due to fire code and building regulations, tables may not be moved from assigned spaces.
3. Space is limited to five (5) solicitors per day. Solicitors must understand that competing businesses could be present on the day of reservation at different tables.
4. Upon arrival at the Student Union Plaza, solicitors must check in for their table assignment at the Information Desk located on the 2nd floor of the OMSU.
5. No solicitation will be allowed outside of the reserved table location on the Student Union Plaza. All solicitations must remain at the designated table location. Tables will be placed each day rain or shine.
6. In compliance with the University’s Amplified Sound Policy, RSOs and campus departments may use small, portable Bluetooth or smart speakers without approval on the OMSU Plaza and tabling areas. The sound from such devices must be contained to the immediate vicinity of the table reservation or event. Speakers may not be used to amplify a speaker’s voice or communicate a message.
7. There is a $200 fee per day for a table location. Solicitors requesting space for one week (five consecutive days), will be assessed a flat fee of $900. For solicitors that need a larger area, up to 3 table spaces may be reserved for a fee of $100 per additional space per day. Requests for additional space on the Student Union Plaza must be communicated to the OMSU Reservations Office. Other fees may apply.
8. All fees must be paid at time of reservation. All payments must be in the form of cash, check, or Visa/MasterCard. If the check is returned for insufficient funds or not otherwise processed by the bank, the reservation will be cancelled and the solicitor will not be allowed to reserve space in the future unless the reservation fee is paid in cash.
9. Upon request, a parking pass will be mailed to the address provided for reservations placed
two (2) weeks in advance of reservation. If the reservations are placed inside the two (2) week window, parking passes will be available for pick-up at the OMSU Reservation Office on the third floor of the building. Additional parking passes can be purchased at the Welcome Center on University Avenue.

10. Cancellations must be made 24 hours in advance. A fee of $150/day may be assessed for solicitors failing to appear on the date(s) reserved without proper notification.

11. Solicitation may not conflict with the exclusive sales agreement that the University has with contracted businesses. This includes providing food or drinks that conflict with existing contracts the University has with vendors.

12. There shall be no solicitation by credit card companies other than those affiliated with the University.

13. Fronting is prohibited. “Fronting” is defined as permitting a non-University individual or organization to use University space/facilities and services under the guise that the activity is a University-sponsored program in order to avoid payment.

14. The presence of a solicitor on campus does not imply a special or exclusive relationship with the University or that the solicitor’s promotional or informational materials are University-sponsored. Solicitors are prohibited from suggesting otherwise. Violators will have their reservation privileges revoked.

15. The OMSU reserves the right to cancel a signed contract with the solicitor if the solicitor fails to abide by these guidelines. If the contract is canceled and the solicitor has items on display, the solicitor must promptly remove all items and immediately leave the location. Rental fees received will not be reimbursed.

16. In the event that the University suspends campus activities or closes, the table reservation will be cancelled, and the user will have the opportunity to reschedule.

17. Failure to abide by these guidelines will result in the loss of the ability to reserve tables in the future.