

**WESTERN NEBRASKA COMMUNITY COLLEGE
POLICIES AND PROCEDURES**

SECTION: Fiscal Affairs 300.0000.14
SUBSECTION: Expenditures 330.0000.04

Relations with Vendor
Policy Number: 330.0700.79

POLICY

Only salespersons of materials, equipment, or services which normally would be used in the College are to be admitted to the College. The setting up of displays of those admitted must have approval of the appropriate administrative officers. In no case may salespersons disturb employees during work hours without approval. All salespersons and company representatives must be cleared through the appropriate administrative officers before consulting with any employee of the College.

DEFINITIONS

N/A

APPLICABILITY

N/A

Adoption Date: 1979

Revision Date (and Board of Governors' Minutes Item Number):

Prior Policy/Procedure Number:

Schedule for Review:

Divisions/Department Responsible for Review and Update:

Sponsoring Division/Department:

Rescinded Date:

Cross Reference:

Procedure(s) for Policy:

Related Policies/References: