

FISCAL MANAGEMENT

File: DJG-R

VENDOR RELATIONS

1. No vendor, agent, or sales representative may enter the schools to advertise or sell goods or services to employees or students unless otherwise provided herein.
2. Any person/persons found soliciting goods or services to students and employees in the schools or on school property during school hours will be subject to legal action.
3. Vendors will not be permitted to make appointments with individual Charlottesville City School Board employees without the permission of the principal and/or the Superintendent or designee.
4. Authorization is required by the Superintendent or designee for any demonstration or presentation by a vendor.
5. Authorization is required by the Superintendent or designee for any trial of products for employees in the school division.
6. Procedures for vendors to follow for working with school division employees shall be provided by the Department of Finance.

Issued: August 17, 2009

Legal References: Code of Virginia, 1950, as amended, sections 22.1-78, 22.1-293
(B-D)
11-75, 11-76, 11-77, 11-78

Cross Reference: KI Public Solicitations in the Schools