Commercial Marketing & Sales Procedure

Commercial marketing on campus is regulated through the Student Union and Event Services (SUES) office.

Any vendor on campus for the purpose of commercial marketing, which includes but is not limited to handing out samples, products, or coupons, must pay a marketing fee, provide insurance, and a business license. This includes SUES managed indoor and outdoor spaces. Registered Student Organizations (RSOs) and UNLV departments may not sponsor commercial vendors on campus by reserving space under their name for purpose of circumventing the policy.

Policy guidelines:

- Client will set-up in designated and reserved space only, as specified in the Full Service Contract or Reservation Summary.
- Client is subject to applicable reservation fee, based on reserved area
- The event activation will occur in designated area only. Walking solicitations are not permitted.
- For outdoor spaces that are not designated marketing tables, clients must possess and post permit, and be able to provide a physical copy upon request
- Students with registered student organizations (RSOs) and departments promoting their own services or group do not need to obtain a commercial marketing permit.
- Exceptions to the policy can be requested, in writing, by completing the waiver form available through SUES. Please allow 10 business days for the review to take place.
- Failure to follow the guidelines may result in removal from campus
- RSOs that are partnering with an external group for the purposes of fundraising, may complete the RSO Sponsorship form, at least 7-10 days prior to the event. Upon review, the RSO may be entitled to a 50% commercial marketing fee discount.

UNLV Speech & Advocacy Policy:
https://www.unlv.edu/sites/default/files/page_files/27/AboutUNLV-Policies-SpeechAdvocacyPublicAreas.pdf

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Revised 11/15/2019