

SUNY Oneonta Credit Card Vendor Policy

“Revenue-generating activities must comply with all applicable federal, state, or local laws related to business operations. To this end the following Credit Card Vendor policy has been established to support student fundraising for recognized student groups under the letter of the law. Under no circumstances will the College approve events that generate funds for individual gain. Door-to-door solicitation in the residence halls is prohibited.

Vendors must submit their New York State Sales Tax Identification number to the Hunt College Union director prior to conducting any business on campus. All vendors must pay a set-up fee of \$50.00 per day for using space in Hunt Union for training and solicitation (checks payable to the Hunt College Union). Fees must be paid at least seven days in advance of the authorized date.

- Credit card vendors must pay at least \$2.00 per completed application to the recognized student organization sponsor for campus-based fundraising activities.
- Credit card vendors must conspicuously post and/or distribute credit card transaction information including teaser rates, interest rates, and annual fees.
- Vendors and the student representatives who are participating in the fundraising activities must distribute information about the risks and consequences of consumer debt to all individuals who have taken or completed an application.
- Credit card solicitation in Hunt College Union is limited to Mondays and Tuesdays between 10:00AM and 6:00PM. Reservations are limited to one reservation per organization per semester. Only one credit card vendor is permitted to conduct campus-based solicitation per day.
- Offers of gifts (e.g., free t-shirts, mugs, etc.) in exchange for completing credit card applications are prohibited.
- Credit card vendors and the students involved with fundraising activities must show proper ID and authorization to vend on request by University officials.

In order to request permission to conduct fundraisers, representatives of the sponsoring student organization must complete the Commercial Vending for Student Organization Fundraising form and submit it to the Hunt College Union director. Organizations will be notified if their request is approved. Sponsoring student organizations and commercial vendors failing to comply with these regulations may forfeit future business or fundraising opportunities on campus.”

Approved by College on August 9, 2005