

# POLICY

Cancels: F3  
See Also:

Approved by: BOCC  
Res. # 061091

**POL - 0404 - HR**

## **VENDOR SOLICITATIONS**

**This policy applies to all Whitman County properties and departments.**

**1. Peddling or Soliciting for Sale/Profit on County Premises During Working Hours is Prohibited Except When Specifically Allowed by Policy or the Department Head/Elected Official.**

Vendors/Suppliers who visit County departments proposing sales are considered to be soliciting. Vendor solicitation may be disruptive to employees and can interfere with productivity. Solicitation that results in disruption shall be prohibited.

**2. Whitman County Recognizes Certain Exceptions to Item One of This Policy.**

The sale of merchandise related specifically to County functions is allowed, at the discretion of the Department Head/Elected Official. Prohibited sales do not include those sales that are obtained through the County's Professional Services list or Small Works Roster.

**3. Donations to the County and its Departments are Permitted.**

Donations to the County and its departments are permitted except where prohibited by policy and/or law.

**4. A Bulletin Board for Public Postings of Community Events is Available.**

A bulletin board for the posting of public events is located inside the front door of the Public Service Building. All other bulletin boards are for County use only. Postings from County boards may be removed without notification to any party. All public postings must list the date they were posted.