



FACILITY RESERVATION PROCEDURES

Petition Signature Solicitation

Administrative Regulation: Petition Signature Solicitation

As adapted from the Maricopa County Community College District On-line Policy Manual. Please visit the following website for more information:

http://www.dist.maricopa.edu/gvpolicy/adminregs/students/2_4.htm#canvassing/.

- A. This regulation shall govern access to college premises by representatives who wish to solicit signatures on petitions for the purpose of submission of a ballot proposition to voters, or nomination of a candidate for elective office, in a city-/county-, or state-wide election.
- B. Each college president shall designate general hours of accessibility for solicitation and a location on college premises where all representatives on behalf of any candidate or ballot proposition may solicit signatures. The location shall be in a common area where the solicitation will not serve as an obstruction to student activities or otherwise disrupt the college environment.
- C. All solicitation must take place in designated areas. Standard space may include one or two tables and chairs. Campus restrictions regarding amplification will apply. Representatives may not distribute or make available to students, employees, or college visitors any tangible item, except for informational literature about the proposed candidate or ballot initiative.
- D. Representatives shall obtain authorization from the designated official at each college or center for their presence on college premises no fewer than three working days prior to soliciting signatures. Upon obtaining authorization, representatives shall be provided a written version of this regulation.

SCC Guidelines:

- 1. **Authorization must be received from the Facilities Coordinator in the Student Center, Rm. 166, no fewer than three (3) working days prior to soliciting signatures. NOTE: To reserve a table and two chairs representatives must receive authorization two (2) weeks prior to soliciting signatures.**
- 2. **Representatives must check-in at the Facilities Office each day on campus prior to soliciting any signatures.**
- 3. **Representatives are welcome on campus the second and fourth Wednesday of every month, 10 AM – 2 PM. Set-up can begin no earlier than 9:30 AM, and representatives must be off campus by 2:30 PM.**
- 4. **Representatives will be located on the sidewalk east of the Student Center along the Center Green, unless otherwise specified by the Facilities Office for a Special Event.**

Failure to comply with any or all of these directives could result in the termination of future solicitor privileges on the Scottsdale Community College (SCC) campus appropriate prosecution within the discretion of the College Safety department and other responsible officials at the college or center. If you have any questions, then please call the Facilities Office at: 480.423.6506 (FAX 480.423.6394), or stop by: 9000 E. Chaparral Rd./SC-166/Scottsdale, AZ/85256.