



Procedure 120-02 Petition Signature Solicitation

Sponsor: Business and Administrative Services

Purpose

This procedure 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.

Definitions

None

Procedure

Representatives shall complete an Petitioner Request Form to obtain authorization from the designated official at each campus or center for their presence on the College premises prior to soliciting signatures.

Upon obtaining authorization, representatives shall be provided a copy of this procedure. The Representative must check in prior to soliciting signatures to verify that all paperwork is complete.

Each College campus or center 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. Restrictions regarding sound 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.

A table and chairs may be available upon request and will be charged according to the Facility Use Fee Schedule.

References

None

Procedure History

10/07/2003	New
02/09/2010	Reformatted
07/02/2025	Revised Sponsor from Facilities and Security to Business and Administrative Services

Legal Review

None