

TVC SOLICITATION POLICY

Solicitation is any form of requesting money, support or participation for products, groups, organizations or causes which are unrelated to our church. These include but are not limited to:

- Seeking funds or donations for a non-profit organization
- Asking for signatures for a petition
- Selling merchandise or services
- Requesting support for a political candidate

Distribution refers to giving out literature or material for commercial or political purposes.

Non-Staff (Volunteers and Church Attenders)

All of these forms of solicitation and distribution are strictly prohibited for non-staff on church premises, unless previously authorized by the Executive Pastor Team.

Staff

As a staff member, you may solicit from your fellow staff members only when you want to:

- Ask staff to help organize events for another staff member (e.g. adoption/birth of a child, promotion, retirement.)
- Seek support for a cause, charity or fundraising event sponsored, funded, organized or authorized by our church.
- Invite colleagues to staff activities for an authorized non-business purpose (e.g. recreation, volunteering.)

In all cases, we ask that you do not disturb or distract other staff members from their work. We also prohibit offensive solicitation or solicitation for personal profit:

- Selling goods for personal profit.

- Requesting support or funding for political campaigns.
- Unauthorized posting of non-work related material on company bulletin boards.
- Mass emails for offering collections for individuals.

Staff have the legal right to refuse assistance or participation in any kind of activities or organization. Staff should not be forced or harassed to support fundraising events, collections, purchasing of merchandise or other activities.

Staff may refer any questions or doubts to the TVC Business Office.