

**Student Recreation and Wellness Center Events  
(SRWC - Events)  
Marketing Table Policy**

The following policy outlines the procedures for the sale or distribution of products, services, or information in all Student Recreation and Wellness Center (SRWC)-managed spaces. This policy is in addition to the applicable policies outlined in the SRWC General Reservation Policy and any additional policies that may apply per the specifics of the event.

1. Approval must be granted by the UNLV Bookstore management, and/or UNLV Catering management prior to the promotion of items already being sold in Student Affairs facilities.
2. Non-university organizations must provide a certificate of insurance as required by the SRWC-Events General Reservation Policy. The Board of Regents, Nevada System of Higher Education (NSHE) must be a named additional insured at a minimum of one million dollars (\$1,000,000) per occurrence. A certificate of insurance must be presented to the SRWC-Events at least ten (10) business days prior to the Marketing Table reservation, or the reservation will be cancelled.
3. Organizations must provide a valid copy of a business license issued in the name of the reserving organization.
4. Marketing Table reservations are limited to one (1) table per organization and facility per day. Each Marketing Table will be provided one (1) table and up to two (2) chairs. Additional equipment can be requested through SRWC Events; fees may apply.
5. No alcohol, drugs or tobacco may be given out or promoted at marketing tables.
6. Requests for space from credit card vendors, either as individuals or in partnership, will not be granted.
7. Amplified sound is permitted at a reasonable level