## LearningQUEST External Sales and Donations Policy

## Advertisements, Sales, and Solicitation of Donations

1. LearningQUEST publications will not include flyers or advertisements for other than LearningQUEST-related events, with the exception of sponsorships purchased through the Development Committee.

2. There will be no advertisements or sale of products or services at any LearningQUEST program unless the Program Development Committee determines that such advertisement or sale is necessary to achieve class objectives or falls under the exceptions listed in the Conflict of Interest-Instructors section.

3. Requests for donations for any non-LearningQUEST cause or activity will not be made at any LearningQUEST program.

## **Instructors/Presenters — Conflict of Interest**

Instructors and presenters of LearningQUEST programs may not promote or sell products or services in which they have a financial interest except under the following conditions:

- a. A person presenting a program may
  - Mention or describe products or services by generic categories that are relevant to the subject matter of the program, even if the presenter has a financial interest in a product or service falling within the generic category.
  - Mention books, web sites or other widely available sources of information that are relevant to the subject matter of the program, even if the presenter has a financial interest in the source of information, provided the presenter identifies his or her interest.
- b. A LearningQUEST instructor or presenter, with the permission of the PDC Committee, may sell his/her book, music, song or other work that is the central focus of the program at Rally Day or during the course of the program and, in the case of books, to allow signing by the author. Process will be monitored by Operations Manager.