

# Merchandise Department

Policy 502.2

## 1 Introduction

## 2 Scope

## 3 Definitions

## 4 Policy and Procedure Statements

### 4.1 Available Merchandise

4.1.1 The Bookstore's Merchandise department offers a wide variety of study, office and personal supplies. The products and services offered include school supplies, art and engineering supplies, stationery, greeting cards, novelties and gifts, toiletries, snacks, class rings, caps and gowns, and photo services.

### 4.2 Location

4.2.1 The Merchandise department is located on the third floor of the Bookstore and is open during the Bookstore's normal operating hours.

## 5 Additional References

## 6 Authority

## 7 Contact Information

## 8 Original Effective Date

## 9 Revision Dates