

Policy No: G-9

Subject: Sale of Books/Merchandise at AASL Events

Page: 1 of 1

Effective Date: 6/23/17

Revision Date(s):

Review Date(s):

**Review Responsibility:** AASL Board of Directors

**Policy Statement:**

Books and merchandise of interest to school librarians will be made available for purchase to participants at AASL in-person education events.

**Focus:**

Primary: AASL Staff

Secondary: AASL Members, Attendees

**Purpose:**

To define the guidelines for the sale of books/journals/merchandise at AASL in-person education events.

**Procedure:**

1. AASL will have a bookstore available at all in-person education events.
  - a. National conference
    - i. AASL may enter into a contract with a vendor for management of the bookstore.
    - ii. ALA divisions and offices will be offered the opportunity to sell their products in AASL's bookstore under the agreed-upon ALA fee structure.
    - iii. Presenters, including authors, will be asked to provide titles that may be of interest to conference attendees.
    - iv. It is at the discretion of the bookstore management which titles will be offered, quantity ordered, and pricing.
  - b. Other events
    - i. Due to the size and staffing of smaller in-person events AASL Staff will determine on a case-by-case basis the number of books and merchandise that will be offered, if ALA offices and divisions will be invited to sell products, and whether presenter publications will be made available.
2. Vendors may purchase exhibit/booth space at all in-person education events.
3. Direct sales are permitted on the exhibit floor in accordance with the exhibitor's contract.
4. All sales, or order taking, must be confined to the limits of the exhibiting company's booth.