

COMMANDER'S GUIDE ON SOLICITATION

1. The agent or company representative must have a valid solicitation permit or service permit in his/her possession. This permit must have the agent's picture attached.
2. Commanders will authorize or prohibit soliciting in their areas as they deem it to be in the best interest of the command.
3. The agent or company representative must have an appointment with a specific soldier.
4. A designated area must be set aside where agents may interview prospective purchasers.
5. Appointments will not interfere with military mission duty requirements.
6. The agent making the initial appointment will be the only person allowed to conduct the interview. Company "trainees" and other company representatives should not be allowed to attend.
7. Agents are not allowed in troop billet areas, dining facilities, recreation areas, or in areas other than those designated by battalion or separate company commanders.
8. Issuance of a permit does not imply Army endorsement of that product.
9. Soldiers in grade E3 or below must be counseled before an allotment can be processed for payment of a contract premium.
10. Commanders and supervisors should have available a copy of AR 210-7, Commercial Solicitation on Army Installations, with Fort Riley Suppl 1 for reference.
11. Violators of these directives will be reported to the Military Police Desk Sergeant, 239-3053/3054