

# POLICY

**Number:** 70-26  
**Title:** College Bookstore  
**Original Approval Date:** 2/17/1992  
**Area Commission Review:** 6/24/2025  
**Last Revision:** 4/7/2025

## Reference (Policy and/or Procedure)

**SBTCE:**

**FDTC:**

**Other:** Area Commission

## Policy Description

The Bookstore is part of Auxiliary Services, and as such is charged with the responsibility of being "self-supporting". The profits from the sale of books and supplies are used to pay all salaries and necessary operational expenses. Any excess of funds over expenditures will be available for use as approved by the Florence-Darlington Technical College Area Commission following state guidelines:

The Bookstore is operated by the Director of Auxiliary Services under the direction of the Vice President of Finance and Administration.

The bookstore sells required texts, supplemental books, supplies, and other merchandise. The Bookstore is operated by the College on a self-service basis for the benefit of students, faculty, and other personnel. No deliveries are made by the Bookstore.

No food, drinks, smoking, hand-carried articles, or books are allowed in the Bookstore. There will be a book drop placed at the entrance for these articles.

Gifts of monetary value may not be accepted by any employee from a vendor or company representative.