



BEMIDJI STATE UNIVERSITY VENDING MACHINE POLICY

The following requirements must be met for all vending machines located on the BSU campus.

1. The placement of vending machines on campus must be approved by the Physical Plant Director, prior to installation. An approval notice, signed by the Physical Plant Director, must be attached to all vending machines.
2. The vending machine location may not in any way obstruct or otherwise interfere with emergency exits or access areas.
3. Vending machines must be securely fastened to the wall, floor, or other structure or otherwise secured in such a way as to prevent it from being "rocked," "bounced," or tipped.
4. Vending machines must be properly wired and grounded to prevent electrical shock and comply with all applicable federal, state, and local codes and standards. The vending machine owner is responsible for installation of electrical circuits when there are no existing circuits available or if existing circuits are inadequate.
5. Plumbing installation, when needed, shall include valves and backflow prevention devices, which comply with state and local code requirements. Fixtures and other installations are expected to appear neat and professional.
6. All maintenance and repairs should be assumed to be the responsibility of the vending machine owner, unless otherwise agreed upon by the Physical Plant Director.
7. No modifications to building structure, electrical systems, plumbing, or any other part of the BSU Physical Plant may be performed without prior approval from the Physical Plant Director. It should be assumed that all authorized modifications will be at the expense of the vending machine owner, unless otherwise agreed upon by the Physical Plant Director.
8. Failure to comply with these provisions may result in removal or disablement of the vending machine, at the owner's expense.