

**FACT SHEET**

SUBJECT: Commercial Solicitation in Unit Areas

1. PURPOSE. To provide information governing commercial solicitation in unit areas.

2. FACTS.

a. Army Regulation 210-7 prescribes general policy for commercial solicitations. Before soliciting on Fort Knox, a business/salesperson must:

(1) Possess a post permit to solicit issued by the GI/AG Commercial Affairs Office.

(2) Be duly licensed.

(3) Make specific appointments with the individual concerned.

(4) Agree to provide the potential customer with DD Form 2885 (Personal Commercial Solicitation Evaluation Form) during the appointment.

(5) Agree to provide personnel with a written reminder, prior to their making a financial commitment, that free legal advice may be available from the Office of the Staff Judge Advocate and that financial counseling is available and required for those in grades E1 through E4 from the unit financial counselor.

b. Solicitation may be conducted in the designated place of the unit area between 1800 and 2230 week days, between 1330 to 2330 on Saturdays, and between 1000 and 2230 on Sundays and legal holidays (at soldier convenience on non-duty days), provided it does not interfere with unit operations or infringe on recreational activities of enlisted personnel, sleeping areas, dining facilities, and training areas.

c. The following are some prohibited practices:

(1) Solicitation during enlistment or induction processing or during basic combat training, and within the first half of the one station unit training cycle.

(2) Solicitation of "mass," "group," or "captive" audiences.

(3) Soliciting without an appointment in areas used for housing or processing transient personnel, or soliciting in barracks areas used as quarters.

(4) Any oral or written representations which suggest or appear that the Department of the Army sponsors or endorses the company or its agents, or the goods, services, and commodities offered for sale.

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(5) The designation of any agent or the use by any agent of titles (for example, “Battalion Insurance Counselor,” “Unit Insurance Advisor,” “Servicemen’s Group Life Insurance Conversion Consultant”) that in any manner states or implies any type of endorsement from the U.S. Government, the Armed Forces, or any State or Federal agency or Government entity.

(6) Making personal commercial solicitations or sales to personnel who are junior in rank or grade, or to the family members of such personnel, except as authorized in DOD 5500.7–R, sections 2–205 and 5–409.

(7) Assignment or use of desk space for interviews, except for specific, prearranged appointments. During appointments, the agent must not display desk or other signs announcing the name of the company or product affiliation.

(8) Distribution of literature other than to the person being interviewed.

(9) Use of any portion of installation facilities, to include quarters, as a showroom or store for the sale of goods or services, except as specifically authorized by other regulations.

(10) Soliciting door to door or without an appointment

d. Commanders can verify solicitation authorizations or report commercial solicitation violations by contacting Melinda Roberts, Commercial Solicitation Officer, at 4-8391.

3. POC is the Military Law and Ethics Division, 4-7414.

Chief, Military Law and Ethics Division