



Clear Hills County

Effective Date: **December 9, 2014**

Policy Number: **1123**

Title: **PROMOTIONAL ITEMS**

1. Policy Statement

- 1.1 Clear Hills County Council will annually, allocate funds within the budget, for promotional items.

2. General

- 2.1 The Chief Administrative Officer (CAO) shall be responsible to maintain an inventory of promotional items, as per budget allocations.
 - a. When the inventory of local works of art is reduced to a point that merits replenishment and as per budget allocations the CAO will advertise for local works of art to be submitted for selection.
 - b. Council will select the works of art to be purchased, with staff ensuring that artist's names are hidden during the selection process.
 - c. Works of art selected will be suitably finished for display purposes.
 - d. A maximum of \$1,000 worth of works of art may be purchased from any individual artist at one time, regardless of the number of pieces chosen. If the pieces identified for purchase from one artist exceed this limit the selections must be reduced to fall within the \$1,000 maximum.
- 2.2 Promotional items, excluding works of art, may be made available for sale to the public, at cost plus a small administration fee, as per availability and at the discretion of the CAO.
- 2.3 Community organizations or community events (i.e. homecomings, rodeos, bonspiels, tournaments, etc.) may request donations of promotional items for distribution as door prizes, silent auction items, etc. The CAO shall determine appropriateness of such requests valued at a total of up to \$250.00 per request.
- 2.4 The CAO has the discretion to distribute County flags free of charge to Community Organizations or individuals that will be using the flag for flagpole display and have provided a written request indicating why they want the flag and where and how it will be displayed.

2.5 Requests valued in excess of \$250.00 per event shall be directed to Council for consideration.

2.6 Council will have access to free north and south maps to distribute as needed.

3. End of Policy

ADOPTED

Resolution# C187-03

Date: March 25, 2003

AMENDED

Resolution# C876-03

Date: November 25, 2003

AMENDED

Resolution# C624(09/23/08)

Date: September 23, 2008

AMENDED

Resolution#_C844-14(12/09/14)

Date: December 9, 2014