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Business and Fiscal Affairs

**BP 6900 BOOKSTORE(S)**

**References:**

Education Code Section 81676;  
Civil Code Section 1798.90

College bookstore(s) shall be established and operated by College bookstore(s) shall comply with the requirements of the Reader Privacy Act.

**NOTE:** *While not legally required, the following language is **suggested as good practice**.*

**Option 1—If the bookstore is run by the District:**

Operational costs of the college bookstore(s) shall be paid from revenue earned from the bookstore.

Fiscal management of the bookstore(s) shall be in accordance with the California Community Colleges Budget and Accounting Manual. An annual audit of the records and accounts of the bookstore shall be provided to the Board.

**Option 2—If a qualified vendor is to provide bookstore services:**

Contracts for outside vendors to operate bookstores shall be awarded by competitive bid, submitted to the Board for approval, and awarded in the best interests of the students. Student organizations shall be encouraged to submit bids and given preference [*if they meet all other bid criteria*].

The Board of Trustees authorizes the sale of college catalogs and class schedules in the bookstores.

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**Date Adopted:** September 15, 2015

*(This new policy replaces CLPCCD Policies 2222 and 3214)*