# **Operating Policy – Retail Services**

1. Purpose

* 1. The Retail Services policy shall set the parameters of MSU retail stores;
	2. The purpose is to offer valued priced goods and services to the McMaster community while ensuring net revenue to the organization.

2. Operating Parameters

* 1. All Retail Services have an operating policy and shall operate under the parameters set down in those documents, subject to the direction of the SRA and the Executive Board;
	2. The Retail Services, in whole or in part, of the McMaster Students Union shall include, but not be limited to, the following:
		1. Underground Media & Design;
		2. MSU Short Stop – Sports & Nutrition.
	3. While balancing the need to service the student community, opportunities should be explored to maximize profit from external clients;
	4. The hours of operation shall be set by the Executive Board in consultation with the General Manager;
	5. Prices should reflect good value;
	6. All business transactions and accounting of retail operations shall be administered through the Accounting Department.