



## Operating Policy – Retail Services

### 1. Purpose

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

### 2. Operating Parameters

- 2.1 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;
- 2.2 The Retail Services, in whole or in part, of the McMaster Students Union shall include, but not be limited to, the following:
  - 2.2.1 Underground Media & Design;
  - 2.2.2 MSU Short Stop – Sports & Nutrition.
- 2.3 While balancing the need to service the student community, opportunities should be explored to maximize profit from external clients;
- 2.4 The hours of operation shall be set by the Executive Board in consultation with the General Manager;
- 2.5 Prices should reflect good value;
- 2.6 All business transactions and accounting of retail operations shall be administered through the Accounting Department.

Approved 07N  
Revised 10M