

# Solicitation and Distribution of Literature

Massachusetts



Updated: September 9, 2022

At Walmart, we are committed to maintaining an efficient working and shopping environment for our associates, customers, and members. Solicitation and distribution of non-work-related literature at inappropriate times and places can easily interfere with associate productivity, a clean/neat work environment, and the customer/member experience. This policy describes the rules covering such activity on company property.

This policy applies only at facilities owned or operated by Walmart Inc., or one of its subsidiary companies (Walmart), in Massachusetts.

Managers and supervisors should use the supplemental [Solicitation and Distribution Management Guidelines- Massachusetts](#) for additional guidance in administering the policy.

## Inside the facility

You may not solicit or distribute literature (other than work-related literature distributed at the direction of management) during working time. Also, you may not distribute literature in any working area of a facility at any time. Finally, you may not solicit in any selling area of the facility during hours that the facility is open to customers/members. However, when directed to do so by an authorized member of management, you may solicit and distribute literature on behalf of the following approved company-sponsored charities in accordance with company directions for seasonal charitable activities:

- Children's Miracle Network
- The Salvation Army
- Feeding America Campaigns
- Associate in Critical Need Trust (ACNT)

Additional charities may be approved by the Executive Vice-President of Corporate Affairs.

Non-associate individuals, groups, and organizations, including but not limited to United Way-sponsored groups, Girl/Boy Scouts, Red Cross, Literacy Council, or other service organizations, religious organizations, labor organizations and labor-related activists, and voter registration services, may not solicit or distribute literature or engage in any demonstration or messaging activity at any time inside our facilities, including reception areas or vestibules. This does not apply to certain business-related activities or certain activities protected by the National Labor Relations Act, of employees of businesses working in our facilities, including in the leased spaces inside our facilities (see Management Guidelines).

Suppliers may have business-related displays, hand-outs, associate services, or demonstrations in the facility pursuant to business agreements between the suppliers and Walmart. Such events may include, but are not limited to, blood pressure and/or cholesterol screenings, product demonstrations, the distribution of product samples\*, or the distribution of applications for a company-branded credit card or a Sam's Club membership.

\* It is prohibited to distribute or provide any food that is not prepackaged during any time that the store location is subject to a government-issued declaration of emergency related to public health or Walmart determines such a restriction is necessary to protect customers and associates.

## Outside the facility

We may permit solicitation and/or distribution of literature outside our facilities, as more fully outlined below:

- The solicitation of signatures for nominating petitions and ballot initiatives by groups, organizations, or individuals must be allowed. Such groups, organizations, or individuals must request permission, but may not be required to provide notice prior to the day of the solicitation or to sign the Notice of Solicitation and Distribution of Literature Rules. Facility managers will agree on a location with the solicitors that allows them free access to the public but does not create a safety risk.

- Associates may participate in solicitation and/or distribution of literature for activities protected by the National Labor Relations Act outside our facilities during non-working time.
- Non-associate groups and organizations may request approval to solicit and distribute literature outside a facility that has selling areas that are open to the public by using the digital Space Request Tool, if it is available for the facility. The Space Request Tool is now available in all Walmart stores and Neighborhood Markets. [Click to learn more about the Space Request Tool](#). Except for requests to solicit signatures for nominating petitions and ballot initiatives, the request must be made at least 21 days in advance and the group or organization must meet the requirements of this policy and must agree to follow the [Notice of Solicitation and Distribution of Literature Rules](#) (“Rules”). If the digital Space Request Tool is not available, non-associate groups and organizations may request approval from the facility manager or their designee, and the request must be made at least three days in advance. All Walmart salaried members of management have access to the Space Request Tool to review and accept or request a request. Facility managers have discretion on when and how to grant access subject to the Rules but must apply that discretion in a non-discriminatory manner. Non-associates who do not comply with the Rules or obstruct or interfere with operations or entrance to or exit from facility/parking areas will be denied further access.
- Unless approved by facility management for Walmart’s business purposes, no one may solicit or distribute literature for the purpose of for-profit commercial sale of products or services to the public.
- No one may engage in picketing, patrolling, or other group activity that interferes with or disrupts business operations anywhere on property owned or controlled by Walmart.
- No one may block or interfere with facility or parking lot entrances or exits. Practice social distancing at distribution/solicitation areas, and encourage those waiting to approach to space themselves accordingly.
- It is prohibited to distribute or provide any food that is not prepackaged during any time that the store location is subject to a government-issued declaration of emergency related to public health or Walmart determines such a restriction is necessary to protect customers and associates.

To provide a neutral environment for our customers and members, political solicitation and/or distribution of literature by non-associate individuals, groups and organizations is prohibited at all times and under all circumstances anywhere on Walmart property, unless state law requires otherwise. However, this does not prohibit (1) the solicitation of signatures for nominating petitions and ballot initiatives as described above; or (2) groups conducting voter registration in a non-partisan manner.

Solicit or Solicitation means to request or seek donations, sell non-work products or memberships, attempt to sign up participants or supporters, or similar activities (including unattended “sign up” sheets) for any cause or organization including, but not limited to, charitable, fundraising, political, labor, and religious organizations. With respect to associates, it also means to ask an associate to do something non-work-related that would likely interrupt or distract him or her from the work function.

Distribute literature means the act or process of giving out, setting down, attaching on any surface, or delivering non-work-related leaflets, pamphlets, other written material, or any other object such as pins, buttons, pens, lanyards, etc. for any cause including, but not limited to, charitable, fundraising, political, labor, and religious organizations.

Working areas means all interior areas except break rooms and restrooms.

Working time means the working time of both the associate who is soliciting or distributing literature and any associate to whom the solicitation or distribution of literature is directed. Working time does not include rest breaks, meal periods and time before or after work.

## Your responsibilities

We strictly forbid retaliation of any kind for cooperating in an investigation. Any associate who retaliates against another associate for cooperating in an investigation will be subject to disciplinary action up to and including termination.

## For More Information

If you have questions or need further guidance, please contact your People Partner. Additionally, our values may assist you in determining the best course of action if there is no policy providing specific direction for your situation.

Last Modified: October 30, 2023

This information does not create an express or implied contract of employment or any other contractual commitment. Walmart may modify this information at its sole discretion without notice, at any time, consistent with applicable law. Employment with Walmart is on an at-will basis, which means that either Walmart or the associate is free to terminate the employment relationship at any time for any or no reason, consistent with applicable law.

If you are not a supervisor, you have the right to engage in, as well as the right not to engage in, group activity concerning your workplace when that activity is protected by a federal law called the National Labor Relations Act. This includes communications with others about your pay, hours, work schedules, discipline, and other terms and conditions of employment, as well as group activity to address your workplace concerns. Nothing in this policy should be read as interfering with these rights.