

Purchasing Services' Policy on Unsolicited Supplier Visits

While Caltech has an open-campus policy, a supplier is still required to have an appointment with a Caltech employee to be considered an authorized visitor on Caltech business, on Caltech property. If a supplier's presence is unwanted, Caltech employees are encouraged to call Campus Security to report the uninvited supplier. If a supplier fails to leave or re-enters Caltech property, he/she may be subject to arrest for trespassing.

Security can be reached for emergencies 24 hours a day from on-campus telephones by dialing 5000 or from off-campus telephones by dialing (626) 395-5000.