



**Mesquite Independent School District**  
3819 Towne Crossing Blvd Mesquite, TX 75150

**Vendor Solicitation Rules**

**Mesquite ISD restricts access to its campuses by third-party vendors except as expressly authorized.**

- 1.** All 403(b) retirement plan vendor agents must agree to our Third Party Administrator's (TPA) requirements. Mesquite ISD's TPA is National Plan Administrators. Please contact NPA at 800-880-2776 or 512-327-6481 or [tsa@natlplan.com](mailto:tsa@natlplan.com) for further information. NPA's website: [www.natlplan.com](http://www.natlplan.com).
- 2.** 403(b) vendor agents may be invited to the annual health benefits fair to set up a marketing table and schedule appointments with employees to discuss products. Mesquite ISD Administration will coordinate this activity directly with vendors.
- 3.** Mesquite ISD has a closed campus policy regarding solicitation by third party vendors. This means that Agents/Solicitors are not allowed on campus to meet with employees to discuss retirement planning or products except as specifically authorized such as at the annual employee conference referenced above.
- 4.** Agents/Solicitors may not drop off any literature to be distributed on campus or placed in employee's mailboxes. Agents/Solicitors may not use district phone numbers to solicit employees.
- 5.** Any Agent/Solicitor who violates any of Mesquite ISD's policies will lose any and all privileges for soliciting Mesquite ISD employees on school property. Any violations may also be referred to the Agent/Solicitor's retirement plan vendor or the Texas Department of Insurance.