## **Sign Posting Policy**

Faculty, staff, and students regularly hang signs or post information as a means of communicating with the student body as it allows information regarding events to be in places where students are likely to see and read it. To ensure that this means of communication is not diluted, the following rules have been developed:

- 1. All signs will have the following information on them: 1) contact person, 2) organization, and 3) the date the sign was hung.
- 2. Signs must be taken down by the party putting up the signs the earlier of 1) one month after being put up or 2) immediately following the event date.
- 3. Signs with inappropriate images or language are not permitted.
- 4. Posting on the glass portion of doors is not permitted.
- 5. Signs may be hung on the sides of a group of lockers, so long as they do not obstruct students from entering their lockers.
- 6. Non-residue tape must be used (such as painter's tape or masking tape).

Sign Posting Policy
Approved by the Board of Directors

Joseph Jelle 4-18-2013