

APPENDIX D

CLARION UNIVERSITY PUBLICITY POSTING POLICY

The university reserves the right to regulate the time, place, and manner of the posting and distribution of printed material on campus and in all university facilities. The university is not responsible for monitoring the content of publicity materials developed by individual students, Recognized Student Organizations (RSOs) or off-campus entities.

Printed Material

Bulletin boards that can be used for public posting are identified in each facility where one is available. The Center for Leadership & Involvement, 251 Gemmell, maintains a list of bulletin board locations on campus where printed material can be posted.

1. All posted material must be placed on bulletin boards designated for that purpose. Such information
1. may not be placed on motor vehicles, attached to windows, doors, walls or any surface not designated
2. as a bulletin board.
3. Materials may not exceed 11" by 17."
4. The name of the individual or organization responsible must be clearly visible on any material posted.
5. Some facilities may have additional requirements for posting materials:
 - a. Carlson Library –Materials for positing in the library must be dropped off in the Dean's office in 123 Carlson.
 - b. Chartwells Operated Dining Facilities – Individuals or groups wishing to post materials (i.e. posters, fliers, table tents, etc.) in Chartwells operated dining facilities (i.e. Carlson Café, Eagle Commons, Gemmell Snack Bar) must make arrangements with the facilities' manager.
 - c. Gemmell Student Complex – Materials for positing in the student center must be dropped off at the second-floor Gemmell Information Desk (251 Gemmell).
 - d. Residence Halls – Materials for posting within the residence halls on campus must be dropped off at the Center for Residence Life (230 Egbert). A maximum of 68 copies can be posted.
 - e. Student Recreation Center – Materials for posting on Rec Center bulletin boards must be dropped off at the Rec Center front desk.

Chalking

Chalking is permitted on campus as a means of advertising events. Chalking is permitted only on outside, horizontal, exposed surfaces where rain can wash the chalk away. Chalking is not permitted on vertical surfaces, buildings, under overhangs, or on steps, posts, trees, tables or similar objects. Violations of this policy may result in university judicial action and/or criminal prosecution