



## Driscoll Student Center Posting Policies

- 1. Materials may not be taped or glued to ANY surface in Driscoll Student Center. All materials must be on poster board, easels, or one of the permitted cork boards throughout the building.**
- 2. Flyers must be approved by the Driscoll Information Desk if they are to be posted in Driscoll Student Center, Sturm Hall, or Anderson Academic Commons.**
- 3. Flyers depicting the consumption of alcohol or drugs are prohibited.**
- 4. Only 25 flyers can be stamped at one time.**
- 5. For information about posting in other buildings around campus please visit our website (<http://www.du.edu/studentlife/driscoll/services/posting.html>).**

Organizations that violate these policies will receive a formal warning for the first offense. A second offense will result in loss of posting privileges. Organizations may reinstate their posting privileges by paying a \$25.00 fine.

### **Directional Signage for Events:**

- All directional signage must also be in compliance with regular posting policies.
- We have a limited supply of easels for use in the building and they are on a first come first serve basis. Inquiries on easels can be made through the Driscoll Center Operations Manager (DriscollOperations@du.edu).
- Departments or Student Organizations are permitted to bring their own easel to advertise events taking place as long as it does not obstruct traffic flow through Driscoll Student Center.
- These easels should not remain in the building more than a day past the event date and should not be placed in the building more than a week before the event.
- All signs posted on easels must be no larger than **36" X 24"**.