

SIGN APPROVAL FORM

The posting of signs, notices, and/or advertisements on other than University bulletin boards by individuals and/or organizations is PROHIBITED. This includes doors, windows, hallways, walls of buildings, poles, and trees. Permission to post signs on the outside of buildings must be obtained from the building supervisor. Permission to post signs by stakes driven into the ground may be obtained from the Assistant Vice President for Student Affairs for student purposes only; this is otherwise PROHIBITED. University Police and building heads are authorized to remove improperly posted signs, notices, and/or advertisements in accordance with this policy. Advertisements may not under any circumstances be placed on automobile windshields or indiscriminately handed out to passers-by.

Advertisements on campus by non-students, commercial establishments and other non-University connected agencies, other than through the student newspaper and athletic programs must be approved by the Assistant Vice President for Student Affairs.

A copy of all signs, notices and/or advertisements must be presented to the Assistant Vice President for Student Affairs, 202 of the Student Union as appropriate for display.

ORGANIZATION: _____

STUDENT MAKING REQUEST: _____ PHONE: _____

SIGN CONTENT (EXACT WORDING OR ATTACH SAMPLE):

APPROVED: _____
Asst. Vice President for Student Affairs

DATE SIGN IS TO BE PUT UP

Permission must be granted by the head of the building(s) in which signs are to be posted. This form must be signed by the building head who will advise concerning the appropriate manner and place for posting signs.

LOCATION OF SIGN(S)
(S.U. Crosswalk #, wall,
other building)

SIGNATURE OF PERSON IN CHARGE OF BUILDING

THIS FORM MUST BE RETURNED TO ASSISTANT VICE PRESIDENT FOR STUDENT AFFAIRS, ROOM 202 OF THE STUDENT UNION AFTER BEING SIGNED BY BUILDING HEAD(S). SIGNS ARE TO BE REMOVED BY THE DAY FOLLOWING THE EVENT ADVERTISED.