DREXEL UNIVERSITY POSTING POLICY

- Flyers for parties or events may not refer to or promote alcoholic beverages, tobacco products, or drug usage.
- Any materials of an explicit sexual nature are prohibited as well as materials, which may be viewed as demeaning or degrading to a person or group of persons.
- Postings not approved by the appropriate University personnel will be removed immediately.*
- Flyers or posters should not exceed 11” x 18” without permission from Student Union Operations.
- No more than 2 flyers may be posted per board.
- Mounting flyers or posters on University’s signage or information showcases or their surfaces (including but not limited to walls, windows and doors) is prohibited.*
- Flyers and/or posters with adhesive including but not limited to duct tape and glue which may damage surfaces is prohibited.
- Using paint or other permanent marker on University property including but not limited to sidewalks, trees, benches, and other University surfaces is prohibited.
- Postings are prohibited in the Pearlstein building.
- There is a $.20 per flyer charge for all personal flyers. This applies to all non-Drexel sponsored advertisements.
- The sponsoring organization must be listed clearly on the flyer.
- A maximum of 60 flyers per event can be approved for posting in campus buildings.
- Residential Living will approve up to 80 flyers to be posted in the residence halls.
- All flyers will be stamped to expire after a maximum of 14 days.

*The student or organization will be subject to disciplinary action for not adhering to University policy. Actions are as follows: 1) Written warning, 2) Loss of posting privileges, 3) Loss of SAFAC/CAP funding. By signing this statement, you agree to take full responsibility for ensuring that the Drexel University Posting Policy will be upheld.*

Our organization agrees to comply with the above Drexel University’s posting policy.

Organization: ____________________________________________________________

Signature of representative: ____________________________________________ Date: __________________________

Printed Name: ________________________________________________________

I have examined this flyer. It is in compliance with Drexel University’s posting policy.

Signature of S.U.O. Employee: __________________________________________ Date: __________________________

For Internal Purposes Only

# Of Copies Stamped: __________ Amount Charged: __________

Date stamp expires (stamp here): 

Printed Name: ________________________________________________________

I have examined this flyer. It is in compliance with Drexel University’s posting policy.

Signature of S.U.O. Employee: __________________________________________ Date: __________________________

For Internal Purposes Only

# Of Copies Stamped: __________ Amount Charged: __________

Date stamp expires (stamp here): 

Printed Name: ________________________________________________________
LOCATIONS OF APPROVED POSTER BOARDS

**Disque [12]**
Room 304 (1) (outside)
Room 415 (2) (outside)
Room 506 (1) (outside)
Room 608 (1) (outside)
Wall next to vending machines (1)
First floor (5)

**Library [15]**
Basement 1

**Paul Peck Building (Academic) [55]**
Behind Vending Machines (1)
Room 111 (2) (outside)
Room 115 (1) (outside)

**Creese/MacAlister [8]**
Creese Basement (2)
2nd Floor MacAlister (1)
3rd Floor MacAlister (1)

**Ross Commons [18]**
1st Floor Hallway (1)
2nd Floor Hallway (1)

**Korman [6]**
First Floor by Payphones (1)

**Randell/Curtis [2/3]**
Room 231 (1) (outside)
Room 231 (1) (inside)
Room 240 (1) (outside)
Room 244 (2) (outside)
Room 259 (1) (outside)
Room 279 (2) (outside)
Room 340 (1) (inside)
Room 341 (1) (inside)
Room 343 (1) (inside)
Room 344 (1) (inside)

**Bossone Research Enterprise Center [7]**
1st floor (2)
2nd Floor (1)
3rd Floor (2)
4th floor (1)
5th floor (1)
6th floor (1)

**Pearlstein Business Learning Center [53]**
1st Floor Lobby (1)

*The numbers in brackets correspond to the numbers/legends on the Drexel University (University City Campus) Map*