Posting Policy

Shapiro Campus Center & Usdan Student Center

The Basics:
- All posters MUST be STAMPED by the Campus Center Team
  - Located at the Shapiro Campus Center info Booth
- Only 6 flyers and 1 banner per building are allowed
- Approval is limited to 2 weeks, or 1 day past event, whichever is first
- Each poster/banner MUST have the following:
  - Event Name
  - Sponsoring Organization
  - Date, Time and Location of Event
  - Recycling Symbol

Posting in Shapiro Campus Center:
- Only on the 6 BULLETIN BOARDS with thumb tacks
- Only 1 flyer per bulletin board
- Banners must be hung on 2nd floor railing with STRING
- Do not place posters on paint, floors, doors & glass
  - (No Tape or Staples)

Posting in Usdan Student Center:
- Only on BRICK surfaces
  - (Not on paint, wood, floors, doors & glass)