



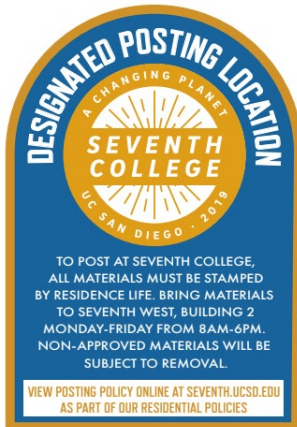
# Seventh College Posting Guidelines

## Flyer and Banner Posting Requirements

1. Only publicity materials for UC San Diego affiliated events, programs, and opportunities may be posted in the Seventh College Residential Neighborhood. Prior to posting, all materials must be approved and stamped by the Seventh College Residence Life Office, **Monday through Friday from 8am-6pm.**
2. All materials will be reviewed by Seventh College Residence Life staff. Offensive materials (racist, sexist, exploitative, exclusive, or discriminatory in nature) are prohibited. Judgmental discretion will be exercised by the staff member.
3. All posting materials must include the sponsoring group/organization's name and contact information. Materials may not be posted until **one week prior to the event and must be removed by the sponsoring group within 2 days** following the event.
4. Posting Materials
  - a. **A maximum of ten (10) flyers are allowed per event.** Flyers are not to exceed 11" x 17' in size. No wallpapering is allowed.
  - b. **A maximum of one (1) banner is allowed per event.** The banners should not exceed 24" x 36."
  - c. Exceptions may be made in some situations with the approval of Seventh College Residence Life and/or the Dean of the College.
5. Materials should not damage the area to which they are affixed and should only be posted in designated posting areas (see below). Only blue painters tape, string, or zip ties may be used.
6. Failure to comply with these policies will result in posting materials being removed. Any individual or group who flagrantly or consistently violates these policies will be restricted from further use of posting areas and will be brought to the attention of the Dean for further disciplinary action.

## Designated Posting Locations:

Designated posting locations for Seventh College are marked.



Flyers may only be put up with blue painter's tape. Posters are allowed in the following areas:

- Seventh East, Building 1 (First Floor Entrance, Exterior)\*
- Seventh East, Building 2 (Exterior Elevator)\*\*
- Seventh East, Building 3 (Laundry Room)\*
- Seventh East, Building 6 (Wall Outside of Market)
- Seventh West, Building 1 (First Floor Laundry Room)\*
- Seventh West, Building 1 (Second Floor Entrance)\*
- Seventh West, Building 2 (First Floor Entrance, Exterior)\*
- Seventh West, Building 2 (Second Floor Entrance, Interior)\*
- Seventh West, Building 3 (North Break Entrance, Exterior)\*
- Seventh West, Building 3 (Laundry Room, Exterior)\*

\* Posting directly on doors is not permitted.

\*\* Posting inside elevators is not permitted.

## Designated Banner Locations:

Designated banner locations for Seventh College are marked. Banners may only be put up with blue painter's tape, string or zip ties. Posters are allowed in the following areas:

- Seventh East, Building 6 (Gallery Staircase Lower)
- Seventh West, Building 3 (Front of North Break)
- Seventh West, Building 3 (Front of Game Room)
- \*An exception can be requested from the Dean of Student Affairs to hang banners from Seventh West, Building 2 Exterior Window and the Seventh East, Building 4 Railing.

## Elections Posting Rules

- Campaigning may not begin until the campaign period starts, designated by Associated Students (ASUCSD).



- Posted materials must follow all Seventh College posting guidelines and align with the Seventh College and ASUCSD Elections Code.
- All campaign materials must be approved by BOTH the Seventh College Election Manager and Seventh College Residence Life.
- Posting limits for Elections
  - Individual Candidates
    - A maximum of ten (10) flyers
      - Candidates may use the voting period in place of an event date and Vote on TritonLink in place of an event location.
    - Flyers must be numbered
    - Candidates will not be allowed to post banners on Seventh buildings, however they will be allowed to have them present at tabling events
    - A maximum of one A-Frame per candidate may be reserved on a first come, first served basis through Seventh College Student Affairs
  - Slates
    - A maximum of ten (10) flyers per candidate which may be used to advertise individual candidates, the slate, or both.
      - Candidates may use the voting period in place of an event date and Vote on TritonLink in place of an event location.
    - Flyers must be numbered
    - Slates will not be allowed to post banners on Seventh buildings, however they will be allowed to have them present at tabling events
    - A maximum of one A-Frame per candidate may be reserved on a first come, first served basis through Seventh College Student Affairs. Candidates may concurrently advertise slates on A-Frame or share A-frame space.
- No campaign material may slander any other candidate.
- Any candidate caught defacing or removing another candidate's materials will be referred to the Seventh College Elections Committee as part of the grievance process.
- All campaign material must be removed by the candidate within 2 days of the end of Elections.

## A-Frames

A-Frame posters for Seventh College Departments and recognized student organizations are approved in the Seventh College Gallery, located in Seventh West Building 6. A-Frames should not obstruct pathways at Seventh College. Locations that are approved for A-Frame placement include:

- Outside Game Room
- Outside North Break
- Path near the Market/Gallery
- Main stairway paths along Seventh West
- The Seventh College garden



## **Chalking**

Chalking is only allowed on sidewalks of the university grounds that are exposed to weather elements and not covered by a roof or overhang. Chalking on other surfaces is prohibited. The chalk must be water-soluble. The use of markers, paints, oil-based products, sprayable chalk, or other types of markers or liquids is prohibited.