

POSTER APPROVAL FORM

The Office of Student Life appreciates your effort in completing this form before your posters will be approved.

WHAT?

Number of posters: _____

Size: _____ x _____

Maximum size is 18" x 24"

WHY?

My posters are advertising for:

WHERE?

Where would you like to hang your posters? Circle the appropriate lettered-area(s) below:

1. Academic Buildings
 - Bethel events are allowed up to 13 posters
 - 11 in Main Buildings
 - 2 in Lakeside Center
 - Non-Bethel events are allowed up to 5 posters

2. Residence Halls (All = 39 MAX)
 - Arden Village (7)
 - Bodien Hall (4)
 - Edgren Hall (4)
 - Getsch Hall (4)
 - Heritage Hall (4)
 - Lissner Hall (4)
 - Nelson Hall (4)
 - North Village (8)

WHO?

1. PERSON REQUESTING APPROVAL (YOU)

❖ First and Last Name:

❖ Cell Phone Number:

2. SPONSORING DEPARTMENT

❖ Name of Department

❖ First and Last name of person who approved the department sponsor

❖ Best Contact Number:

WHEN?

The posters will go up on:
(date) ____/____/____

The posters will come down on:
(date) ____/____/____
(maximum of two weeks at a time)

SIGN YOUR NAME BELOW TO INDICATE YOU UNDERSTAND THE POSTER GUIDELINES AND AGREE TO COMPLY WITH THEM. (PLEASE ASK FOR A COPY OF THESE GUIDELINES TO REVIEW IF YOU ARE UNFAMILIAR WITH THEM.)

SIGNATURE: _____