

Banners and Posters

Banners may only be hung on certain designated spaces or areas. Contact the Office for details and approval. The standard maximum duration for banner display is one (1) week; groups are limited to one (1) banner reservation per month. Priority is given to student organizations or community-wide events. Requests for banner space must be made to the Student Activities Office five (5) business days in advance of the requested starting display date. All banner designs must be reviewed and authorized prior to installation.

Banners should be removed by the club, immediately after the event. If not it will be taken down by facilities and disposed of. Students acknowledge that a banner is at risk of being stolen, and the Institute is not responsible for such loss or damage. Code of Conduct guidelines and policies apply to all banner spaces. Harassing, demeaning, uncivil expression, or threats of violence, whether anonymous or signed, will not be permitted. External advertisements and solicitations are prohibited.

Posters: All advertisements, flyers, notices, etc., constitute posters and may only be posted on public bulletin boards. Outdated posters must be promptly removed; anyone may remove outdated posters from public boards. Masking or painter's tape is approved for use for securing the posters—duct tape is not allowed. Posters may not be placed on light posts, trash cans, buildings, walls, floors, doors, windows in doors, walkways, bike racks, hand rails, stairs, or trees. Posters need to be "signed" with a recognized student organization or the individual name of a matriculated student. No mentions or images of alcohol are allowed. If posters do not conform to these rules, they may be removed, and the individual or group may be fined or held financially responsible for damage.

Outside solicitation and advertising are not permitted, except where specifically approved relative to the overall educational mission of the Institute by Administration. BAMS I reserves the right to exclude materials that may not be in the best interest of the Institute community.