

CSM Outdoor Advertising Policies

All Outdoor Advertising:

- All content must be approved in writing by the Student Activities Office prior to being displayed.
- All advertisements (banners, chalking, etc.) must include contact information.
- All chalking and banners must be at least 10 feet from an entrance to a building.
- All advertisements may only be displayed for a maximum of 7 days.
- All advertisements, materials used to secure the advertisements, and chalk must be removed at least 24 hours after the event has ended.
- The organization or individual displaying the advertisement is responsible for all costs associated with the advertisement (chalk, banner materials, hanging devices, etc.)
- CSM officials have the right to remove any advertisement at any time.
- Failure to follow this policy or other School policies may result in immediate penalties including, but not limited to removal of advertisements, restrictions on future advertisements, and/or other sanctions deemed appropriate.

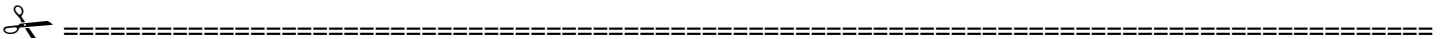
Chalking specifics:

- Chalking advertising may not exceed 4' x 6' in size per message.
- Chalking is only permitted on horizontal outdoor surfaces.
- Chalking must be clear from any and all overhangs. **For example, chalking not be done on the deck of the Green Center.**
- Only chalk may be used (no crayons, spray paint, markers, or other marking devices).
- A maximum of 10 chalking advertisements will be permitted per event.

Outdoor Banners specifics:

- The locations of the outdoor banner advertisements must be approved at the time the content is approved (specific locations are required).
- Outdoor banners may not exceed 8' x 8.5' (approx. the size of a queen size bed sheet)
- Outdoor banners may not block an entrance, walkway, road, or window.
- Organizations may hang a maximum of 2 outdoor banners at any one time for an event.
- No more than 12 outdoor banners will be permitted for display on campus at any one time. If more than 12 outdoor banners are requested then permission will be granted to organizations on a first-come, first-served basis and/or organizations may be limited to one banner each.
- Advertisements must be sturdy and secured to withstand any form of weather without disintegrating or falling apart.
- Advertisements must be secured at all four corners.
- Advertisements must be hung so they do not damage any form of property or structure to which it is being attached.

Please contact the Student Activities Office if you have any questions, 303-273-3234.



Please complete the following information and submit to the Student Activities Office

Organization Name: _____

Contact Person: _____

E-mail: _____ Phone: _____

Event Name: _____ Event Date: _____

Date advertisement will first be displayed: _____

(Advertisement must be removed within 7 days of this date)

Advertisement Content

Location(s) for outdoor banners only