

### Advertising in the Residential Communities

Per the Residential Life Policies & Procedures, page 9, for advertising within the various residential communities:

- Request approval from the Office of Residential Life & Dining Services and bring the designated number of posters to be hung
- Residential Life will not guarantee placement of items
- Residential Life has limited posting space and reserves the right to decide the number of posted materials
- Unapproved items found posted will be removed and may result in the office/group being denied posting privileges in the future and may be referred to Student Conduct for adjudication
- No items will be approved which advocate alcohol/drug use or inappropriate behavior
- No items may be put under doors or in the door frames without authorized approval

**If approved, publicity will be posted for a maximum of two weeks or the day after the event. This does not include semester-long event calendars that are produced by offices/ departments on the university campus.**

Here is the recommended amount of posters/flyers for each community:

Residential Community	# of Posters/Flyers: One per CA	# of Poster/Flyers: One per CA and One in Lobby	# of Posters/Flyers: One per Room/Suite/Apartment
Belknap Hall	6	7	113
Blair Hall	6	7	84
Geneva Smith Hall	7	8	126
Grafton Hall	7	8	131
Langdon Woods	9	10	162
Mary Lyon Hall	6	7	105
Merrill Place	6	7	180
Pemigewasset Hall	7	8	112
University Apartments	6	7	175

Please note that if you have specific questions regarding posting/advertising in the residential communities that are not outlined within this document, please email Residential Life & Dining Services at [reslife@plymouth.edu](mailto:reslife@plymouth.edu).