

Centennial Student Union Posting Rules

Student Government or International Student Association Elections

- **All election materials must have a visible stamp of approval by the Student Government Elections Commission** before posting in the Centennial Student Union or academic buildings. All printed campaign posters materials should include the Student Government wordmark and the University's accessibility statement (Minn State affiliation not required)*. The preferred location for this information would be within a white margin at bottom of campaign poster. Size of wordmark is proportional to size of campaign materials (i.e., 1-inch wordmark for 11x17 posters).
- **Stamped approval in CSU 220 is STILL REQUIRED for promotional bulletin boards within the Centennial Student Union.** Only CSU Staff can post to these CSU bulletin boards. Any CSU bulletin board posting without CSU Stamped Approval will removed.
- The Centennial Student Union waives remaining normal posting policies to coincide with campaign start date established by the Elections Commission. This relaxing of posting policies applies only to campaign materials tabloid size (11 inches x17 inches) or smaller related to Student Government or International Student Association Elections. Larger sized campaign materials would follow existing reservation procedures.
- University stamped approval (normally conducted in CSU220) is **NOT REQUIRED for postings in academic buildings.** All campaign posters should have the Elections Commission approval stamp.
- Significant or repeated violation of these policies may be reported to the Elections Commission by CSU staff for adjudication as potential campaign violations.

ALLOWABLE CAMPAIGN POSTINGS

- ALLOWABLE campaign postings in the Centennial Student Union include:
 - Postings on brick/ceramic walls, painted walls/pillars
 - Banners in existing designated spaces – Reserve space through University Scheduling and Conference Services (CSU219)
 - Large posters (maximum 21-inches wide by 27 inches tall) in existing designated spaces; reserve poster stands and sites through University Scheduling and Conference Services (CSU219).
 - **No A-frame/sandwich boards permitted in the Centennial Student Union.**
 - Tables/tabling in existing designated spaces – Reserve through University Scheduling and Conference Services (CSU219)

- Posters should be at least three (3) feet away from one another.
- Postings in academic buildings are limited to general use bulletin boards (using tacks, push pins or staples), brick/ceramic walls, painted walls.
- Any postings on any walls, in any buildings must be done using only blue “painter’s” tape.

UNAPPROVED CAMPAIGN POSTINGS

- UNAPPROVED campaign postings within the Centennial Student Union and academic buildings include (violating campaign materials will be removed and recycled):

Not
Allowed

- Postings not using blue “painter’s” tape. **ABSOLUTELY NO** duct tape, transparent tape, packing tape or other adhesive or sticky tack will be allowed.
- **ABSOLUTELY NO POSTINGS ON KASOTA STONE.**
- **ABSOLUTELY NO PRINTED “LEAVE BEHIND” MATERIALS** including flyers, business cards, postcards, etc., can be placed anywhere in and around the Centennial Student Union. Such materials will be collected and recycled.
- Postings on glass windows or entrances
- Postings on wood surfaces
- Postings on steps, floors and ceilings
- Postings on elevator doors or in elevator cabs
- Postings in restrooms
- Postings on office doors
- Postings on vending machines
- Postings on Lincoln statue or any art
- Postings in areas specifically identified as off limits by authorized staff (such designation must be made by authorized staff three weeks prior to election)
- Postings to the exterior surface of the Centennial Student Union
- Postings using A-frame/sandwich boards (such display units are not permitted in the Centennial Student Union)
- Use of any unapproved sound amplification equipment or devices.

- Unauthorized removal or defacing of property that has been approved and posted is an act of vandalism and subject to appropriate disciplinary action.

REMOVAL OF CAMPAIGN MATERIALS

- All campaign materials must be removed within 48 hours after the Election Day.

*** AS REQUIRED BY LAW, THE FOLLOWING ACCESSIBILITY STATEMENT SHOULD APPEAR AT BOTTOM OF ALL CAMPAIGN POSTERS** in minimum 9-point Arial type:

This document is available in alternative format to individuals with disabilities by calling the Student Government Office at 507-389-2611 (V), 800-627-3529 or 711 (MRS/TTY).