REACHING THE RESIDENTS: Campus Posting Request UC Davis Student Housing 2015-16

Date: ________________

Department / RSO Name: ________________

Contact Person: ________________

Contact Number: ________________

Removal Date: ________________

Posting Policies and Requirements

☐ Number of Posters: 109
☐ Flyers must be delivered to the Office of Student Development located in the Student Housing building
☐ Flyers must be half-sheet in size or smaller (8.5x5.5 or 4.25x11)
☐ Flyers must include department or RSO name and/or logo
☐ Flyers must have a “Remove by date” clearly printed on the bottom right of flyer (Date is either one day after event or two weeks after poster is submitted to Student Housing for posting)

Please Do Not Mark Below This Line – For Office Use Only

UC Davis Department ☐ RSO ☐

Reviewed by: ________________ Date: ________________

Student Housing will not post flyers unless all requirements are met

Please check the Reaching the Residents website for additional requirements

http://housing.ucdavis.edu/reachingtheresidents/

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