



Posting flyers on campus is limited to recognized student organizations, Ohio State departments, faculty & staff members, and any Ohio State registered student. Posting on campus must comply with the following:

- Posting flyers is limited **ONLY** to designed open posting boards (inside) and kiosks (outside). Posting is strictly prohibited in or on the following:
 - ad dispensers
 - ash urns
 - bathrooms
 - benches
 - borders and frames of posting boards or kiosks
 - brick
 - bus stops
 - campus signage
 - columns
 - concrete
 - construction signs
 - doors
 - emergency call phones
 - fixtures
 - glass
 - light poles
 - mailboxes
 - newsstands
 - painted surfaces
 - picnic tables
 - pilings
 - private property
 - railings
 - seating
 - seating walls
 - sidewalks
 - staircases
 - traffic signs
 - trash cans
 - trees
 - utility boxes
 - vegetation
 - vehicles
 - walls (interior & exterior)
 - windows
 - wood surfaces
 - etc.
- Advertising must be for a campus-wide event, including any event open to all students and fraternity & sorority events.
- Each posting must contain the name of the student organization, department, or individual(s), and must provide current contact information. Postings without contact information will be removed.
- Postings should never be hung where they cover up any previously posted current materials, unless the previously posted material is past the date of the event advertised or seven days (in the case of educational flyers).
- No more than one flyer/posting for each event shall be placed on each side of a posting board or kiosk. Wallpapering the board is not permitted.
- Foreign language materials must have the name of the sponsoring organization, department, or individual(s) and contact information in English.

Some campus buildings, such as the unions, university libraries, athletic buildings, and all residence halls - may have more restrictive regulations on postings. Contact the administrator in charge of each building for specific guidelines.

Violations constitute grounds for removal of the material by Facilities Operations and Development, which reserves the right to charge for the cost of removal and any associated repairs.