Posting Authorization Request
Form SL-LO-F2

06/28/2019
This form to be used for: Flyers, Signs, Banners, Sidewalk Chalking

HOP Policy GA-PA-PO4

All postings must have the following:

1) 2×2 inch blank square in the bottom right-hand corner
2) Full name of sponsoring organization or department

Note: Postings lacking the above items will not be approved.

Max Flyer Size (indoor): 11x17 inch
Max Banner Size (outdoor): 8x3 feet

Posting Time:
Ten (10) class days for student organizations
One (1) month for campus departments

Organization/Department (Full Name) ______________________________

Organization Advisor’s Name ______________________________________

Description of Posting Materials __________________________________

Begin Posting Date ___________________________  End Posting Date _________________________

<table>
<thead>
<tr>
<th>Type of Posting</th>
<th>Number of Postings</th>
</tr>
</thead>
<tbody>
<tr>
<td>Flyers (up to 50)</td>
<td></td>
</tr>
<tr>
<td>Banners (up to 6)</td>
<td></td>
</tr>
<tr>
<td>Table tents (up to 25)</td>
<td></td>
</tr>
<tr>
<td>Yard signs (up to 25)</td>
<td></td>
</tr>
<tr>
<td>Sidewalk Chalking (up to 5 locations)</td>
<td></td>
</tr>
</tbody>
</table>

___________________________________________
Signature

___________________________________________
Email

___________________________________________
Phone Number

I hereby acknowledge that I understand the posting rules and will post only in approved locations.