

POSTERING GUIDELINES



QUICK CHECK LIST:

1. **MSU Approval Stamp** (* requirements listed below)
 2. **Name of MSU Club, Group (or) Individual** posting the notice.
 3. **English Translation** of all information.
 4. **Event and/or Organizer** contact information.
 5. **Date and Location** of event (if applicable).
- + **Research & Study Posters** must have Ethics Board approval (project #)

*MSU Approval Stamp Requirements:

- Must not be larger than **11 x 17 inches (tabloid)** and must be hung with **staples, masking tape, or tacks**
- Events involving liquor must conform to **McMaster University Guidelines**
- Must not contravene McMaster University's **Anti-Discrimination** and MSU's **Anti-Oppression** Policies
- Must not promote **violence, substance abuse, oppressive or discriminatory practices**
- Must follow the principles of **Good Taste in Advertising**
- Must not be displayed more than **one month prior** to the event they are advertising (research study posters can be displayed up to one year)



Enforcement:

Media found breaking the policy **may be subject to fines** and/or further enforcement

MSU Operating Policy:
www.msumcmaster.ca

- > **Governance**
- > **Bylaws & Policies**
- > **MSU Operating Policies** (Advocacy & Outreach)
- > **Promotions & Advertising** (Section 1.3.2)



