

# Thundar Bolts

## Advertising Options on Campus

### General Policies

(NDSU Rights & Responsibilities of Community: A Code of Student Behavior, August 2014)

- Section 8.2.1- All individuals or organizations responsible for distribution of literature on campus must be identified on the literature.
- Section 8.2.2- All individuals or organizations distributing literature will be held responsible for cleaning up all litter resulting from its distribution and clean-up costs will be assessed to any such person or group which does not clean up all such litter within a reasonable time.
- Section 8.5- Placing posters, signs, or handbills except on one's own personal property or in areas authorized and provided for that purpose by the university is prohibited. In general, individuals should seek permission to post from the individual(s) who has (have) administrative control of that location. For guidance where this person is unknown, please contact the Dean of Student Life Office.

Building	Contact Name -Phone	Contact Email	(#) Size of Poster	Policy
Agriculture and Biosystems Engineering	Melanie Ziegler -7261	melanie.ziegler@ndsu.edu	(2) 8½x11	Approval needed from Main Office, 1st level.
Architecture & Landscape Architecture	Teresa Enderson -6151	teresa.enderson@ndsu.edu	(2) 8½x11	Check posters at front desk. Posters will be posted in the studios and doors in the building.
Askanase Hall	Karen Dregseth -8725	karen.Dregseth@ndsu.edu	(2) 8½x11 / 11x17	Two posters allowed at main entrance. Need to be Arts related.
Barry Hall	Barb Geeslin -8805	barb.geeslin@ndsu.edu	(1) 8½x11	Approval needed from main office.
Bentson Bunker Fieldhouse	Nancy - 7474	Nancy.moberg@ndsu.edu	(2) 8½x11 / Smaller	Poster board on North wall, lower level and poster boards outside office lower level.
Civil and Industrial Engineering	Jan Lofberg -7244	jan.Lofberg@ndsu.edu	(2) 8½x11	Approval needed from Room 201.

Construction Management & Engineering.	Joseph Mrazak -7879	joseph.mrazek@ndsu.edu		
Residence Dining Center	Rayna Jensen - 8669	rayna.jensen@ndsu.edu	(1) 8½x11 / 11x17	1 poster, 30 napkin dispenser inserts (4.5" by 6.25") Approval Needed
West Dining Center	Rayna Jensen - 8669	rayna.jensen@ndsu.edu	(3) 8½x11 / 11x17	1-3 posters, 30 napkin dispenser inserts (4.5" by 6.25") Approval Needed
Union Dining Center	Rayna Jensen - 8669	rayna.jensen@ndsu.edu	(3) 8½x11 / 11x17	1-3 posters, 30 napkin dispenser inserts (4.5" by 6.25") Approval Needed
Dolve Hall	Tanya Erickson -8671	tanya.erickson@ndsu.edu	(2) 8½x11 / 11x17	Approval needed from Room 111.
Electrical & Computer Engineering	Priscilla Schlenker -7019	priscilla.schlenker@ndsu.edu	(2) Any size / 11x17	Approval needed from Room 101.
E. Morrow Lebedeff Hall	Peggy Cossette-8211	peggy.cossette@ndsu.edu	(2) 8½x11	One poster at each entrance.
Performing Arts	Tammy Erdmann-7932	tammy.erdmann@ndsu.edu	(3) 8½x11	Approval needed from Tammy Erdmann, room 115 Music Ed. Building. Needs to be Arts related.
Hultz	Diane Pennington -7582	diane.pennington@ndsu.edu	(1) 8½x11 / 11x17	May hang NDSU-related posters on bulletin board by room 208.
Library	Dustin Mohagen -6116	dustin.mohagen@ndsu.edu	(1) 8½x11	Approval needed from Circulation Desk, 1st level.
Loftsgard Hall	Eileen Buringrud -7973	eileen.buringrud@ndsu.edu	(1) 8½x11	Must call ahead. Bulletin Board, East hallway.
Memorial Union	Ann Marschke 1-8241	ann.marschke@ndsu.edu	(3) 11x17 or smaller	Approval needed from Administrative Office, Room 246

Minard Hall	Christy Riddle 1-8338	christy.rid@nds u.edu	(6) 8½x11	Must be NDSU related. For Dept. boards, see to that department. Check posters in Room 204.
Music Building	Tammy Erdmann -7932	tammy.erdman n@nds.edu	(3) 11x17	Poster board in the student lounge on the second level and Minard Annex.
Newman Center	235-0142	bisoncatholic@ gmail.com	(4) 11x17	Approval needed from Main Office.
Old Main	Stephanie Wawers -7211	stephanie.waw ers@nds.edu	(1) 8½x11	Poster board on lower level. Check posters at Room 102.
Putnam Hall	Terence (Jack) Jackson -8567	terry.jackson@ nds.edu		
Quentin Burdick Building	Help Desk- 8685	nds.helpdesk @nds.edu	(1) 8½x11 / 11x17	Check posters at Help desk.
Renaissance Hall	Teresa Enderson- 6151	teresa.enderso n@nds.edu	(1) 8½x11	Check poster in at front desk. It will be hung in the hallways.
Residence Hall and University Village	Residence life- 7557	nds.residence. life@nds.edu	(30) Max:11x17	One per residence hall. Approval needed from Residence Life Office, West bison court (they will distribute).
South Engineering	Patty Hartsoch- 8974	patty.hartsoch @nds.edu	(1) 8½x11	Approval needed from Room 218.
Stevens Hall	Wendy Leach- 7087	wendy.leach@ nds.edu	(1) 8½x11	Approval needed at front desk, Room 201.
Sudro Hall	Liz Frannea -7601	liz.frannea@nd su.edu	(1) 8½x11 or smaller	Approval needed from Room 123.

Family Life Center	Peggy Cossette-8211	peggy.cossette@ndsu.edu	(1) 8½x11	Approval needed from Peggy Cossette, EML 255
Van Es	Jerie Little -7512	jerie.little@ndsu.edu	(1) 8½x11	Approval needed from Main Office, Room 150.
Engineering Walkway	Sheri Eberle -7494	sheri.eberle@ndsu.edu	(1) "Bedsheet Size"	Approval needed from Engineering Administration, Room 203.
Outside Banner Displays	Facilities Management -7911	ndsu.facilitiesmanagement@ndsu.edu		Banners- contract(s) for banner(s) need to be signed at facilities management. Banner(s) placement include: 1. Trees in front of the library 2. Railings by Engineering buildings 3. Entryway of main library
A. Glenn Hill Center (STEM)				Any appropriate materials may be posted to free spaces on tackboards. All materials will be removed once per week.