

## **POSTER CODE BYE LAW**

### **1. POSTERS**

1.1. Posters may be used to promote across campus for the following groups:

1.2. Junior Common Rooms;

1.3. Affiliated LUSU Societies;

1.4. Sports Association Clubs;

1.5. LUSU Officers;

1.6. Candidates in LUSU Elections;

1.7. University Departments, as agreed by the Vice President

Campaigns & Communications.

### **2. ADVERTISING**

2.1. Posters should remain specific to each group and not an advertising medium for external bodies. Posters that contradict this may be deemed commercial by the Vice President Campaigns & Communications.

### **3. LOCATIONS OF POSTERS**

3.1. The groups listed above may poster on pillars on the spines and Alexandra Square, except pillars where poster cases exist.

3.2. Posters must not be posted on buildings, windows or University signage in any circumstances.

3.3. Posters must not be posted upon any floor, both internal and external, in the University.

3.4. Non commercial promotional material is only permitted in kitchens and residential corridors with the explicit permission of residents. No commercial

promotional material is permitted in any kitchens or residences.

3.5. Only SA clubs may poster on designated SA notice boards.

3.6. Only affiliated societies may poster on designated society notice boards.

3.7. All student to student small adverts are to be posted on specific small ads notice boards and not on pillars.

3.8. All other posters are deemed to be commercial and may only display posters

in the LUSU posters boards, booked through LUSU. Any posters in breach of this will be removed by LUSU

3.9. The Poster plan will be reviewed termly by the LUSU Vice-President Campaigns and Communications for poster boards, agreeing which areas of the union get which poster board spaces.

3.10. There will always be spaces on pillars left available for student groups to a level agreed by LUSU and Facilities

3.10.1. New Poster Board sites will be discussed in facilities meetings and signed off by LUSU and Facilities to ensure 3.10. is always met.

#### **4. RULES OF POSTERING**

4.1. The following rules govern the posting of posters on campus:

4.1.1. All posters must be properly secured with cellotape. They must not be posted or stapled.

4.1.2. No more than a total of 50 posters may be posted for any event, except for LUSU elections or with the express permission of the Vice President Campaigns & Communications.

4.1.3. All posters shall feature the name of the specific postering group as a primary piece of information. Information about third parties including names and logos should be secondary and less prominent.

4.1.4. Each poster must have a visible expiry date, at least 2cm high, upon it, which can be no more than two weeks from the date of posting.

4.1.5. Must have a visible English translation.

4.1.6. No poster shall use offensive language, attack named individuals or groups in the University or break LUSU policy (i.e. it may not be sexist, racist, homophobic etc).

4.1.7. Any legitimate non-commercial group wishing to poster in designated areas may remove posters that have expired.

4.1.8. In the event of any group postering over or removing posters that have not expired, a complaint should be made to Vice President

Campaigns & Communications who will then investigate the matter further.

The Vice President Campaigns & Communications may remove any offending poster or authorise any other person to do so.

4.1.9. Offenders may be fined £5.00 per every offending poster. Fines are to be determined by the Vice President Campaigns & Communications with the option for appeal under the complaints procedure.

4.1.10. All posters will be removed at the end of Intro Week, end of election periods and end of terms. Posters may be cleared at other times at the request of the Vice President Campaigns & Communications and advance warning will be given.