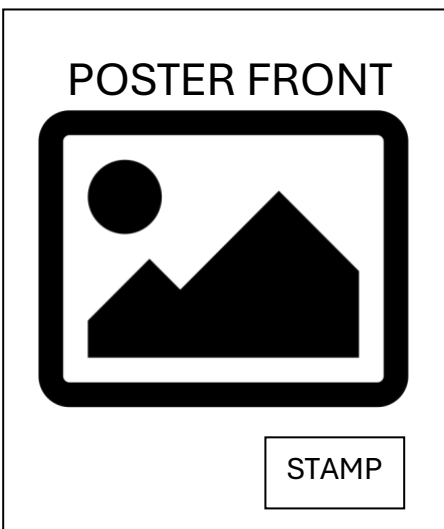


HOUSING AND RESIDENTIAL LIFE

Postering Directions

1. **Get Posters Approved** - Have one of the Housing and Residential Life staff approve your posters. This must be done in-person at the Housing and Residential Life office located in 1501 Clara Dickson Hall. Only posters from Cornell University registered organizations/departments, or non-Cornell non-profits will be approved.
2. **Stamp Your Posters** - Stamp the FRONT of each and every poster you want hung in a residence hall or in a community center. You are responsible for the stamping of these posters (see below)
3. **Count and sort your posters.**
 - a. FOR NORTH CAMPUS RESIDENCE HALLS - Place posters for North Campus Residence Halls in alternating piles with the name of the residence hall on the BACK of the top poster. (see below)
 - b. FOR WEST CAMPUS - Stamp and keep the posters for West Campus
 - i. You have to DELIVER them to the house offices yourself.
 - c. FOR RPCC - Stamp and keep the posters for RPCC
 - i. You have to HANG them up yourself. (two locations: one near Bear Necessities and one near the Front Entrance on the second floor)
4. **Sign the book** (i.e. the binder) with the TOTAL number of posters you have STAMPED.
5. **Return book/binder, stamp, and stamped posters** (*FOR NORTH CAMPUS and SOUTH CAMPUS ONLY*) to a Housing & Residential Life Staff member.

STEP 2



STEP 3

