



Updated: April 1st, 2022

## **Poster Policy**

L'Association Étudiante du Collège Glendon  
Glendon College Student Union

*L'association Étudiante Collège Glendon | Glendon College Student Union*

**LOCAL 93 - CANADIAN FEDERATION OF STUDENTS**

2275 BAYVIEW AVE, NORTH YORK, ON M4N 3M6 | AECGCSU.COM | 416.736.2100 EX. 88230

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## **General**

This Poster Policy governs the posting of any type of signs within the GCSU's jurisdiction. Its purpose is to prevent the cluttering of campus and to ensure that Glendon's bilingual nature is respected. Any posters that do not comply with this policy will be removed by Council members.

Penalties for non-compliance to this policy may range from fines to the denial of posting approval. Penalties will be determined by the Vice President of Communications with consultations from the President, the Vice President of Student Organizations and the Director of Student Organizations, and if necessary, the Vice President of Operations.

1. All posters under the GCSU's jurisdiction must be authorized by the GCSU.
2. Posters promoting an event have an expiration date of two business days after the event has concluded.
3. Posters and banners can only be posted two weeks prior to an event.
4. It is the responsibility of any individuals or organizations to remove their posters.
5. No posters other than the designated ones are to be up on board assigned for specific types of advertising (Department, Books for Sale, Employment Opportunities, Club Board, etc.).
6. Clubs have a print limit of 25 posters per event.

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## **1. Bilingualism**

- I. All posters and promotional materials posted around Glendon must be bilingual (containing 50% English and 50% French).
- II. Posters in a language other than English or French may be permitted under special circumstances, with the joint approval of the Vice President of Communications and the Vice President of Bilingual Affairs, or their respective committees.

## **2. Designated Poster Areas**

- I. Posters are not permitted on doors, brick walls, wooden surfaces, and windows, or in staircases, washrooms, the dining hall, and blue walls.
- II. Clearly identified bulletin boards exist under the GCSU's jurisdictions, to convey specific types of information and all posters must relate to the function of the board.
- III. No more than 3 posters promoting an event, activity, or service may be posted in a 3 metre radius.
- IV. Only one banner per event or activity is permitted in the dining hall and only be posted with painter's tape or string. Thumbtacks, nails, staples, etc are forbidden. Banners and their posting locations require approval by the Vice President of Communications. There are only a limited number of spots available and they will be assigned on a first-come, first-serve basis of the GCSU.

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- V. Banners must not exceed the square metres in area. They can be posted up to a maximum of two weeks before the activity or event, and must be removed one (1) business day after the event.
- VI. No posters or banners are allowed on the wooden surface of the cafeteria, except under special circumstances, with the explicit permission of the Cafeteria Manager (Any such arrangements must be communicated to the Vice President of Communications to prevent accidental removal of posters and banners).

### **3. Media and Publicity**

- I. Professional external advertisers are as accountable to the Poster Policy as much as anyone.
- II. It is the responsibility of any external advertiser to translate their media.

### **4. Election and Referenda**

- I. All posters relating to a municipal, provincial, or federal government election, by-election, referenda, and/or plebiscites are governed by the Elections Act in conjunction with this Poster Policy.

### **5. Vice President of Communications and Officer(s) of Promotion**

- I. It is the responsibility of the Vice President of Communications and the Officer(s) of Promotion to uphold this Poster Policy on behalf of the GCSU, as well as the enforcement of its mandate with the help of the Council.

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- II. The Vice President of Communications is responsible to make available copies of this Poster Policy to all clubs, organizations, and individuals on campus.
- III. The Vice President of Communications shall retain the right to rule on final decisions relating to posters in accordance with this policy. These decisions can only be reversed by a majority vote from Council.

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