



Permit # _____

**APPLICATION FOR REGISTERED STUDENT ORGANIZATION
SHORT-TERM BULLETIN BOARD PERMIT**

Registered Student Organization: _____

Contact Person: _____

Position within the Organization: _____

Local Address: _____

Local Telephone Number: _____ **E-Mail Address:** _____

Requested Dates (Please note the board is reserved in two (2) week blocks: _____

Location of the Board: **Campus Center Lobby: (1) next to Clark Lounge in the alcove on the south wall and (1) next to Klingenstein Lounge in the alcove on the north wall.**

Description/Purpose:

Please be very specific regarding the nature of your display. A copy or description of all materials to be displayed may be requested for review. The College retains the right to determine what materials get displayed in certain public locations: _____

The Center for Student Leadership & Involvement reserves the right to limit the length of time for the display.

I have read the Ithaca College Student Handbook and the Solicitation and Advertising Policies, and by signing this application, agree to assume responsibility for ensuring the display will adhere to College policies and procedures, as well as local, state, and federal laws. Violations of the above may be dealt with through the campus judicial system. I agree to return the bulletin board to its original condition and understand that if the bulletin board is not returned to its original condition or the policies are not adhered to, the sponsoring registered organization may lose its privilege to reserve and utilize the bulletin board.

I understand that acceptance of this agreement by Ithaca College in no way lends the College's endorsement of the display in question. The College accepts no responsibility for property lost or stolen.

Signature: _____ Date: _____

Please note upon return of your permit the conditions are outlined below.

For Center for Student Leadership & Involvement Use Only
APPROVED **DISAPPROVED** **INITIALS** _____ **DATE** _____
LENGTH OF TIME _____
COMMENTS _____

Please return this form to the Center for Student Leadership & Involvement • 319 Egbert Hall (3rd floor of the Campus Center)