

# POSTERING AND CHALKING POLICY

**Posting.** The following rules apply to posters or similar items (“posters”).

1. Location: Posters may be placed only on bulletin boards, kiosks, display cases, or other spaces that Yale College has designated for posting. No posters may be placed on other campus spaces (for example, on or hung from windows, on the exterior of any buildings, on campus gates, or walls).
2. Format: Posters may not exceed 11 inches by 17 inches. Posters may not be affixed using any damaging materials (for example, glue, staples, or tape). Thumbtacks or pushpins should be used on bulletin boards but may not be used on any interior or exterior woodwork.
3. Content: Posters for an event must provide the name, date, time, and location of the event; the name of the sponsoring organization; and the email address or phone number of the organizers. For all posters, the person or organization putting up the poster must clearly print their name and the date on the poster. Only one copy of a poster may be placed in the same designated space at any one time. Posters may not include content that is harassing, threatening, or that violates law or Yale policy.
4. Removal: Authorized staff typically remove all posters from bulletin boards and other designated spaces once a week. Staff also may remove posters that do not comply with this policy; no one else (other than the person who posted the poster) may remove, deface, obscure, or destroy existing posters.

**Chalking.** The following rules apply to chalk messages on Yale’s campus:

1. Location: Chalk may be used only on outdoor walkways that are open to the sky and the weather. Chalk may not be used indoors, on walls or other vertical surfaces, or on covered outdoor areas (e.g., under overhangs or archways).
2. Format: Chalk messages must use temporary materials (e.g. only water-soluble chalk may be used, not spray chalk) and may not exceed 4 feet by 4 feet. Additionally, not more than one chalk message associated with the same person or organization may be visible from any single point.
3. Content: Chalk messages may not include content that is harassing, threatening, or that violates law or Yale policy.
4. Removal: Authorized staff may remove chalking that does not comply with this policy, or after one week, or in the normal course of cleaning facilities and grounds.

All notices of events, including those on social media, may contain no advertising of the availability of alcoholic beverages. Graduate or professional schools and residential colleges may impose additional requirements or exceptions. Before posting or chalking in a particular Yale building or location, the applicable policy should be reviewed.

Violation of these regulations may result in an organization’s loss of official recognition and consequent loss of funding opportunities. Violations may also subject individuals to discipline under other university or school regulations. Students or organizations may also be charged for the

costs of removing improperly posted materials and repairing any damaged property. See University Posting and Chalking Policy.