

# Student Election Posting Guidelines



Do not post on any bulletin boards, inside or outside, for department use or for public use



Do not post on any vehicles



Do not post on glass windows or doors



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Do not post on or in newsstands



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Do not post on benches/seating areas  
(things can get torn off causing litter)



Do not post on benches/seating areas  
(things can get torn off causing litter)



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Do not cause damage to college property  
(See next picture)



Do not cause damage to college property



Do not post on walls in a damaging manner  
(Do not cause damage to college property)  
Postings done in a non-damaging manner,  
i.e. using Blue Painter's Tape, are allowed



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Do not cause damage to trees or other plants

Suggestion: Post signs, flyers, posters or banners on stakes that you drive into the ground



Do not cause damage to trees or other plants

Suggestion: carefully tie signs, flyers, posters or banners to trees (but do not block paths)



Do not post on phone booths



Do not post on vending machines



Do not post on or otherwise deface any artwork

Do not post on benches/seating areas (things can get torn off causing litter)



Do not post on or otherwise deface any artwork



Do not post on any trash or recycling receptacles



Do not post on or otherwise deface any artwork

1. Do not post in any manner that causes or can cause damage to school property
  - a. Do not post using pushpins, thumbtacks, staples, or nails. They can cause damage to walls, and to tires on wheelchairs, carts, or other vehicles.
  - b. Do not use scotch tape, duct tape, masking tape, packing tape, gaffer tape, or any other tape or adhesive that can cause damage by peeling paint, leaving residue, or any other damage.

Only use Blue Painter's Tape. Painter's Tape, also known as Long-Mask Tape, is Medium Adhesion tape rated for 14-Day Clean Removal and UV and Sunlight Resistance and is Blue in color (e.g. 3M Scotch Blue Painter's Tape).
  - c. Do not write on anything permanent (walls, floors, ground, etc.) with chalk, paint, markers, etc.
2. Do not post inside any buildings, including classrooms and restrooms, with the following exceptions.
  - a. You may post in the Campus Center Lobby, Dining Room, Fireside Room, and Hallways on both levels.
  - b. You may post in the Registration and Student Services (RSS) Building Lobby and Media and Learning Center (MLC) Lobby with the following restrictions.
    - i. Only one post per candidate with a maximum size of 8.5"x11" (US Letter size)
3. Do not post on the Baldwin Winery Building, California History Center (CHC), Child Development Center (CDC), East Cottage, Flint Center, Media and Learning Center (MLC), Planetarium, Registration and Student Services (RSS) Building, or Visual and Performing Arts Center (VPAC), with the following exceptions.
  - a. You may post on the Registration and Student Services (RSS) Building with the following restrictions.
    - i. Only on the one (1) side facing campus toward the ATC and Campus Center
    - ii. Only one post per candidate with a maximum size of 8.5"x11" (US Letter size)
  - b. You may post on the Media and Learning Center (MLC) with the following restrictions.
    - i. Only on the side facing the campus next to both entrances
    - ii. Only one per candidate each with a maximum size of 8.5"x11" (US Letter size)
4. Do not post outside of the De Anza Campus, on the outskirts of the De Anza Campus, or in any way visible from outside of the De Anza Campus
5. Do not post in parking lots or inside or on parking structures.
6. Do not post on any bulletin boards, inside or outside, for department use or for public use
7. Do not block paths; either pedestrian or vehicular
8. Do not use any college document holders, bins, or racks

9. Do not take down, cover up, or deface other candidates' posters or flyers
10. Do not post multiple posters or flyers for the same candidate(s) or group(s) in the same location
11. Do not post in any manner that would be reasonably judged as being conducive to littering the campus
12. Do not post in a manner that might result in serious injury to yourself
13. Do not use the DASG, ICC, College Life, Student Activities, DASG Flea Market, Club, De Anza College, Foothill College, Foothill-De Anza Community College District, or any other College or District Departments' or Divisions' logos.
14. All campaign material must include the names and the positions for which the candidates are running as well as their coalition/group names if any.
15. All campaign material must include the dates, times, and manner/location of voting (e.g. the web address [www.deanza.edu/studentvote](http://www.deanza.edu/studentvote))
16. Candidates shall remove all signs, posters, displays, electronic media, all fragments of such signs, posters, or displays, including tape, rope, and all other such materials used to attach said campaign materials within twenty-four (24) hours of the official closing of the General Election. Failure to do so may result in withholding of a candidate's reimbursement amount by at least fifty (50) percent and may be grounds for disqualification.

**NOTE:** These pictures are only examples representative of how and where you can and cannot post. You are not limited by these examples alone and will be held to the standard they represent.