

- e) Tables must be kept neat and orderly. Materials must be removed at the end of each day.
- f) All table activities are limited to the confines of the table. Traffic flow through the hallways cannot be restricted. Information table activities cannot interfere with the rights of others operating other information tables.
- g) Talking to the customers of the Arkansas Union or loud and boisterous activity will not be allowed.
- h) Fundraising activities must be approved prior to reserving an information table. Fundraising is the collection of money in any form for any reason. The Office for Student Involvement and Leadership in accordance with University regulations must approve fundraising activities in any form.

6) Non-University related groups may reserve information/display table space if:

- a) The use of the booth would result in a service to the University community that is needed and is of measurable benefit, i.e., telephone service, etc.
- b) The use of information/display table space is a means to recruit students and is sponsored through the University Career Development Center, the U.S. Armed Forces recruiting teams, or other government agencies sponsored by the University Career Development Center. Arkansas Union Reservations are made in Room 634. A Union Reservationist can be reached at 575-2146, Monday-Friday, 8 AM - 5 PM

d. Publicity and Literature

Subject to all other University policies regarding the use of University facilities and outdoor space, the campus is open to the distribution of literature and petitions, and student-use bulletin boards have been provided in all University buildings. Generally, all organization publicity, handouts, etc., are governed by the following regulations, which do not include the additional restrictions of the Election Code, available in the ASG office, Arkansas Union.

1) Signs will not be attached to trees, interior or exterior surfaces of academic or administrative buildings, surfaces of University equipment (trash cans, light poles, etc.), or any sidewalks on campus. This specifically includes gummed or pressure sensitive material and is applicable to windows and other glass surfaces.

2) Signs not exceeding four square feet in area may be placed on stakes in the ground provided the stakes are not larger than one square inch.

3) Publicity campaigns and literature signs must not obstruct traffic, create a safety hazard, restrict normal activity such as ground care, or interfere with academic or business functions of the University.

4) All signs must carry the name of the sponsoring organization.

5) All signs and leaflets must be removed and the area completely cleaned up on the day following the final day of the event being publicized. All remaining signs will be cleaned up by the appropriate University personnel and charges billed to the sponsoring organizations.

6) Campaign publicity for any registered student organization elections including those for Associated Student Government must follow any additional guidelines set out in the organization's Election Code in addition to those outlined above.

7) Signs posted in the Arkansas Union must be dated in the Office for Student Involvement & Leadership and are subject to Arkansas Union Advisory Committee guidelines.

8) All residence halls have one general bulletin board to which free access for posting signs is available. Students should check with a Resident Assistant or the Resident Director to find its location. Permission to post notices on floor bulletin boards or in any other areas of the hall must be approved by the Director of University Housing or designee.

9) Campaigning for election will not be allowed in the dining rooms. Tables for selling or solicitation for petition signatures may be set up in the lounge area at Brough Commons only.

10) A city ordinance prohibiting putting handbills on vehicles without the owner's permission does apply to the campus. Clearance for such activity must be obtained from the Office of the Dean of Students and the University of Arkansas Police Department.

e. Printed Materials

Printed matter may be sold or distributed free on the campus and in the following University buildings: the Arkansas Union (in areas designated by the Union Governing Board), the lower lobbies of Brough Commons, and other areas in residence halls or food service units designated by the Director of University Housing or designee. Such sale or distribution is subject to the limitation that it must not disrupt classes, food service, or the free flow of faculty, staff, or students, and that sales persons may not hawk their wares.