

**Framingham State University Residence Life ~ Residence Hall Posting Registration Application**

Complete this document and return to the Residence Life main office.

1.) Name of sponsoring recognized student organization or FSU Department: \_\_\_\_\_

2.) Sponsoring authorized representative:

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

ID: \_\_\_\_\_

FSU E-Mail: \_\_\_\_\_

3.) Recommended: Provide a proof of the posting to Residence Life for approval prior to copying postings. Doing this step will decrease unnecessary waste of copied fliers that are not approved for posting. Proofs may be emailed to [ResidenceLife@framingham.edu](mailto:ResidenceLife@framingham.edu) or brought to the Residence Life main office. Required information on all postings can be found in the Posting Procedure guidelines on the Residence Life [website](#) and is available hardcopy in the Residence Life main office.

4.) Postings Required:

A. Please post attached flyers in designated areas beginning on \_\_\_/\_\_\_/\_\_\_ . **(\*postings cannot be displayed longer than 10 business days)**

\_\_\_ Linsley Hall (5 max)

\_\_\_ North Hall (10 max)

\_\_\_ Corinne Hall Towers (12 max)

\_\_\_ Larned Hall (11 max)

\_\_\_ Peirce Hall (3 max)

\_\_\_ West Hall (10 max)

\_\_\_ Horace Mann Hall (3 max)

**1 REQUIRED copy for Residence Life file**

Total \_\_\_\_\_ ( 55 max)

**B. There is a 10 day maximum on postings.**

C. Please post provided oversize poster (not to exceed 3'x 2') in designated areas:

\_\_\_ Corinne Hall Towers (1 max)

\_\_\_ Larned Hall (1 max)

\_\_\_ West Hall (1 max)

\_\_\_ Linsley Hall (1 max)

\_\_\_ North Hall (1 max)

Total \_\_\_\_\_ (5 max)

**Note: There is a two day posting maximum on oversize posters**

5.) Form Submission Date: \_\_\_/\_\_\_/\_\_\_

**For Office Use Only –**

Posting Registration: \_\_\_ Approved

\_\_\_ Not Approved

Authorized By: \_\_\_\_\_

Removal Date: \_\_\_/\_\_\_/\_\_\_