

# ASI Elections 2019

Student Life & Leadership Reservations



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CALIFORNIA STATE UNIVERSITY  
**FULLERTON™**

# Student Life & Leadership



CAMPUS ACTIVITIES



FRATERNITY &  
SORORITY LIFE



CLUBS &  
ORGANIZATIONS



LEADERSHIP  
PROGRAMS



COMMUNITY SERVICE  
PROGRAMS



SPORTS CLUBS

# Campus Activities

- Steward of Outdoor Spaces
- Accessible to both On and Off Campus Requestors w/ priority given to on-campus requests



# Reservation Options

- Tabling
- Print Materials
- Banners



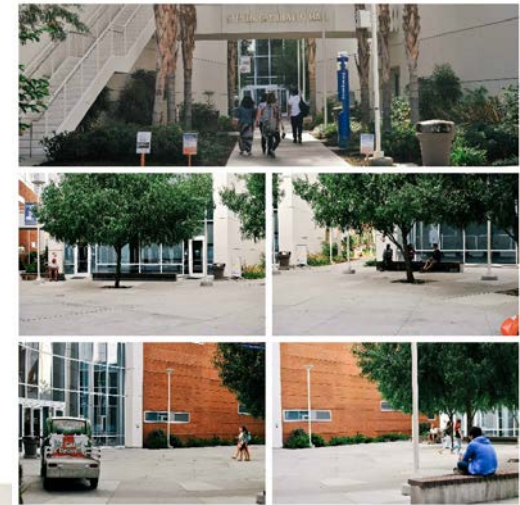
# Tabling

- Space reservations are on a first-come first-served basis
- Candidates are allowed to choose up to two (2) campaigning locations on campus and are limited to one (1) table per location.
- The Central Quad, Humanities Courtyard, and Becker Amphitheater and other large-scale programming spaces are not available for reservation by individual candidates but can be reserved by ASI in order to host election events.
- A candidate may not reserve a space for more than three (3) consecutive days in a week.
- Power is not available at any location.
- Amplified sound cannot be utilized at any location.
- Easy Up Tents are allowed on the Titan Walk Tabling location, but at no other locations.
- Tables must be provided by candidate unless utilizing space along the Titan Walk.



# Tabling Locations

- Titan Walk
- Humanities Terrace
- McCarthy Hall Sidewalk
- SGMH Courtyard
- ECS Terrace
- KHS Courtyard



# Stamping/Posting

All items must be removed from campus by the candidates by **March 26th, 2019** and may only be posted in designated areas. All campaign materials posted by an ASI candidate must be approved by Student Life and Leadership. Approved materials will be designated by a prominent "Post Til" stamp, and will be initialed at Student Life and Leadership's discretion.

- For flyers and posters (8 1/2" x 11" up to 11" x 17"):
  - Candidates must obtain a "Post Til" stamp from the Student Life & Leadership Office (SLL). Please remember:
  - For flyers/posters, the "Post Til" date will be until March 26th, 2019.

This stamp will indicate to particular locations (ie., buildings, schools, etc.) that you can post in this area. In addition, this stamp will indicate the length of time this flyer/poster should remain posted in the designated area. Please remember, flyers/poster may be taken down before your "Post Til" date due to circumstances outside of our control.

- For handbills (flyers smaller than 8.5 x 11), a "Post Til" stamp is not required as long as they are not being posted in a location.

# Stamping/Posting

- Approved Posting Locations (Indoors)
  - On the numerous open bulletin boards located inside campus buildings until March 26th, 2019 (i.e., McCarthy Hall, University Hall, Humanities, Titan Student Union, etc.).
  - Having procured prior department permission to post on departmental or club office bulletin boards.
- Approved Posting Locations (Outdoors)
  - Post information in conjunction with a table set up in the Central Quad or on Titan Walk to distribute information, promote an event, etc.
  - Post on wooden stakes that are driven into dirt locations in campus landscape areas with adherence to the following:
    - Stakes must be no taller than 3 feet and must not damage roots of a tree.
    - The name of the candidate must be printed on the stakes.
    - Stakes must be driven into dirt surfaces only, any grass-covered surface or dirt area within a grass location is not allowed.
    - Candidates must provide their own stakes.
    - No more than one poster per planter/landscape area.
    - Stakes may only be used in the Central Quad planters and no other areas on campus.



# Stamping/Posting

## Prohibited Posting Locations

- On Titan Student Union related bulletin boards, Departmental or Office bulletin boards without prior permission from the department/office.
- Titan Walk and Performing Arts Promenade.
- Any of the parking lots including Nutwood and State College Parking Structures.
- On wooden stakes into any grass-covered surface.
- On walls, glass, doors, plywood barriers at construction sites, trees, light poles, permanent signs, ATM machines, atop other signs, telephone booths, vending machines, tables, benches, or any location not listed above.
- Sandwich Boards are not allowed.

# How to Make a Request

Visit

[www.Fullerton.edu/TitanLink](http://www.Fullerton.edu/TitanLink)

and submit a request via the  
“ASI Elections Candidate  
Reservation Request Form”  
under the Campus Links

## Campus Links

ASI Elections Candidate Reservation  
Request Form



Organizational Change Form



Community Listening Forum



Banner Reservation Request Form



Flyer/Poster Stamping



Fundraising (Tax-ID/W-9 Request)  
Form



Campus Department Reservation  
Request Form



SLL Newsletter Submissions



Income and Expense Form



New Student Org Interest Form





# Complete Form

## ASI: 2019 Elections Candidate Reservation Request Form

### Instructions & Contact Information

This form is for ASI Elections Candidates to request the following:

- Stamping of campaign materials for posting, staking, etc.
- Reservation of space/facilities for tabling
- Reservation of banner spaces

**All requests may take up to three (3) business days to process.** Confirmations will be provided through the email address submitted in this form.

\* First name:

\* Last name:

\* Candidate for:

\* Phone number:

*(425) 555-0123, 425-555-0123, 425 555 0123, OR 1-425-555-0123*

\* Email address:

\* Please indicate what items you are requesting:

- Stamping (Flyers & Posters)
- Space Reservations
- Banner Reservations

# Questions



Student Life & Leadership  
Titan Student Union Room 234  
657-278-7622

[studentlife@fullerton.edu](mailto:studentlife@fullerton.edu)