

APPENDIX B

POSTING REGULATIONS

General Rules

- All candidates and committees must comply with the posting **regulations stipulated by each** individual University building as well as the regulations of the University of Ottawa with regard to posting on University grounds. It is forbidden to post in **staircases, on doors, on floors, on painted walls, on wood, on any transparent surface or over any material already posted, unless specifically indicated in the posting rules.**
- It is strictly prohibited to post campaign materials that cannot be removed without damaging the surface on which they are located. This includes stickers, decals and glues. All costs to clean or repair damages caused by the candidates, their representatives and volunteers will be deducted from the candidate's budget and refund, and may lead to the SFUO invoicing the candidate.
- Notwithstanding the wearing of buttons or clothing items, off-campus campaigning of any kind is prohibited. Posted materials are only allowed inside University buildings and all other advertisements must be confined to University grounds.
- Candidates and committees are prohibited from advertising and organizing house parties or campaigning where alcohol is present or in licensed establishments.
- Candidates and committees may not use paint or other products to write their names in the snow, grass or any such surface during the campaign period. The candidates and committees must comply with University of Ottawa environmental regulations.
- All banners and electoral materials must be posted in a way that does not represent a traffic or fire hazard. It is the responsibility of the candidate to ensure that all banners and posters are placed in a safe manner.
- Candidates and committees shall post no more than one banner per building on campus
- **According to Communication Services:**
 - o For safety and cleanliness, posters must be placed only on designated Communication Services' billboards; therefore, posting is prohibited on painted walls, on doors, windows, stairs and elevators, and on the ceilings and floors. Users must make sure they do not cover posters that are already up.
 - o Out of date posters (where the date of the event or the date of the stamp has expired) may be removed.
 - o No campaign posters or materials are permitted on any General Information Poster Boards managed by Community Life Services.
 - o There is a limit of one (1) poster per candidate or per committee for every wooden-covered concrete pillar in the UCU.
 - o For any building not listed here, please refer to the General Rules

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Building	Address	Posting Rules
Salle académique / Academic Hall,	133-135 Seraphin-Marion	<p>Do Please <u>only</u> use masking tape. Packing tape is <u>not</u> to be used. Posters and banners will be removed by SFUO within two working days after the elections. Dimensions of posters are 11" x 17" and banners are 3' x 8' (max).</p> <p>Don't Absolutely no posting on painted surfaces. (Regardless if concrete, metal or plaster). Absolutely no posting on stone.</p> <p>* Subject to University Posting Regulations</p>
Pavillon Perez Hall	50 University; 610 Cumberland	
30-32 Stewart		
40 Stewart		
52 University		
100 Laurier		
109 Osgoode		
120 University		
145 Seraphin-Marion		
147 Seraphin-Marion		
155-157 Seraphin-Marion		
554 King Edward		
556 King Edward		
558 King Edward		
559 King Edward		
562 King Edward		
598 King Edward		
600 King Edward		
Édifice des arts / ARTS building & Pavillon Simard / Simard Hall	70 Laurier & 60 University	<p>Do Posting is allowed on handrails (masking tape). Posting is allowed on metal frames of doors and windows Posting is allowed on concrete spiral staircase (south side, between levels 0 and 2). Posting is allowed on glass blocks on 2nd floor (inside staircase). Posting is allowed on the metal frames between the windows of the link between Simard and Arts (2nd floor). Posting is allowed on the coat rack board in room 026 (near the washrooms). Please <u>only</u> use masking tape. Posters and banners will be removed by SFUO within two working days after the elections. Dimensions of posters are 11" x 17" and banners are 3' x 8' (max).</p> <p>Don't Refrain from blocking the view through windows. Packing tape is <u>not</u> to be used. Absolutely no posting on painted surfaces. (Regardless if concrete, metal or plaster). Absolutely no posting on stone. No posting is allowed on the two flower beds (north side, ground level).</p>

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Bioscience I (CAREG)	20 Marie-Curie	<p>Do: Put posters on glass or concrete only We also request that the posters go up in public areas, i.e. the lobby area outside of the auditorium at Macdonald.</p> <p>The common cafeteria area of MRN hall and around the MRN auditorium on glass.</p> <p>The common areas of BIO2 on levels one, two and three.</p>
Bioscience III (Pavillon Gendron)	30 Marie-Curie	
Bioscience (Phase II)	30 Marie-Curie	
Le Cube/The Cube	160 Louis-Pasteur	<p>Don't Please do not block the sight lines at exit doors. No packing tape or duct tape. No posting on all exterior and hallway doors No posting in washrooms No posting in Elevators</p>
Pavillon D'Iorio/D'Iorio Hall	10 Marie Curie	
Pavillon Marion Hall	140 Louise-Pasteur	
Pavillon MacDonald Hall	150 Louis-Pasteur	
SITE	800 King Edward	
Brooks	100 Thomas-More	<p>The C.A.S.P.A.R. has the sole responsibility of postings in residence. Individuals, groups, clubs, services or businesses are not permitted to enter the residences to distribute their goods.</p>
Hyman Soloway	157 Laurier	
Résidence Leblanc /Leblanc Residence	45 Louis-Pasteur; 35 Copernicus	<p>Posters, intended for display in main entrances must not be larger than 11" x 17" and posters intended for display on residence floors must not be larger than 8.5 x 11". If you would like to post on the residence floors you must post on all 100 residence floors, you cannot pick & choose where they will go.</p>
Résidence Thompson / Thompson Residence	45 University	
Résidence Marchand / Marchand Residence	90 University	
Complexe résidentielle / Residential Complex		
Résidence Stanton / Stanton Residence		
Pavillon Colonel By/Colonel By Hall	161 Louis-Pasteur; 770 King Edward	<p>* Subject to general rules Post on windows of staircase C down to Level 0.</p>
Pavillon Desmarais/Desmarais	55 Laurier	<p>Do: Post on the University board located at the Waller Entrance Public bulletin boards on 2nd level.</p>
		<p>Don't: Post on the faculty boards *Subject to general rules</p>
Pavillon Fauteux/Fauteux Hall	57 Louis-Pasteur	<p><u>Limit of 15</u> posters per candidate. It is permitted to affix your posters on the cement pillars and on the bulletin boards <u>only</u>.</p>

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		<p>Don't: It is <u>strictly forbidden</u> to affix any posters on painted surfaces, on wood or glass surfaces, on ceramic tiles or where indicated by a sign.</p> <p>All posters affixed on any of the above restricted areas will be removed.</p> <p>DO NOT affix posters in the main entrance with the exception of the cement pillars.</p>
Pavillon Hagen/Hagen Hall	115 Seraphin-Marion	*Subject to general posting rules
Pavillon Montpetit Hall	125 University	<p>Do: Use only masking tape Only on Pillars on Sports Complex.</p>
Complexe Sportif/ Sports Complex	801 King Edward	<p>Don't: Post anything on painted walls</p>
Pavillon Morisset Hall	65 University	<p>Do: Posters can be posted on cement walls only on the second floor and the Promenade</p>
		<p>Don't: No posters inside the Library No posters on window surfaces, or doors.</p>
Pavillon Roger Guindon / Roger Guindon Hall	451 Smyth	<p>Don't: Post on main doors (upper and lower main entrance) Post on the electronic directory at the upper main entrance Post at Protection officer's desk Post on blue tile at front of elevators and interior of elevators Post on washroom doors and interior of washrooms Post on Occupational health and safety bulletin boards Candidates are responsible for removing their own posters if posted outside the student lounge</p>
Pavillon Tabaret / Tabaret Hall	550 Cumberland	<p>Do: In both stairwells on the banisters. Posters / Banners must not hang below the floor / stairwell. No hanging on banisters in rotunda on the 2nd floor. If possible, post on uOttawa billboards</p>
		<p>Don't: Not on any glass or walls. Do not cover any information that has already been posted</p>
Centre Universitaire / University Centre	85 University	<p>We will permit posting on the windows only in the UCU except for the cafeteria the Student Lounges in UCU-102 and UCU-301-301B-301C. Posting is not allowed in any stairwell within the UCU (this includes the Central Stairwell). See note about bottom of this section.</p> <p>Posting is NOT permitted on any coloured concrete walls and painted drywall and in stairwells where indicated.</p> <p>No posting on our General Information Poster Boards all across the Campus.</p>

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		<p>The use of "packing tape" is strictly prohibited with the UCU. Any poster taped on with packing tape will be removed.</p> <p>Absolutely no posting in the windows or any door within the UCU or entry doors to the UCU.</p> <p>Note: Posting will no longer be permitted in the stairwells of the UCU.</p>
Pavillon Lamoureux Hall,	145 Jean-Jaques Lussier	<p>Do: Post on bulletin boards and brown brick next to elevators, unpainted concrete in the stairwells and concrete pillars</p>
		<p>Don't: Post on painted walls or windows. No more than 1 poster per candidate: on first floor by the elevators, in the stairwells or per floor.</p>
Vanier Hall	145 Jean-Jacques Lussier	<p>First Floor: No posting on the two boards owned by Teaching and Learning Support Services (TLSS). Cannot post on any painted walls, office doors, or classrooms.</p> <p>The use of packing tape and scotch tape is prohibited. Only masking tape and blue gum are allowed.</p> <p>Other Floors follow General Rules - Plus Posting is NOT permitted on Faculty boards.</p>
Rented Housing		* Subject general posting rules
Pavillon FSS / FSS building	120 University	<p>We only permit posting on the board that is located in the front main lobby on the 1st floor. The board is just next to the living wall or to the left of elevator #8 Nothing should be posted on any glass, painted surfaces, on wood, cement pillars and doors.</p> <p>Do not cover any information that has already been posted (ex. Signage)</p> <p>The other boards in the FSS are reserved for posters of the Faculty of Social Sciences only - Posting is NOT permitted on Faculty boards.</p>

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