



Rules for poster boards on HLK

HLK has three poster boards, two on the ground floor and one on the second floor

- Poster board 1 is located on your right when entering the main entrance.
- Poster board 2 is located outside the LOK corridor by the back entrance.
- Poster board 3 is located on the second floor outside the computer rooms.

Rules for poster board 1 and 3

1. The poster can't be in low resolution.
2. The poster must have either the LOK or Student Union logo on it. The LOK logo must not be less than 2,5cm wide.
 - a. The Student Union logo alone is permitted if the message or event on the logo is a cooperation between the Student Union and another JU association. If not, the poster must have the LOK logo too.
 - b. A business association that isn't cooperating with LOK or the Student Union needs the LOK stamp provided by the LOK president.
3. All posters must be marked with dates that specify when they were put up.
4. There can be no doubt who the poster's messenger is.
5. The poster must not be bigger than A3.
6. It is not allowed to place a poster on top of another.
7. The poster can be up for a maximum of two weeks. When two weeks have passed, the poster will be taken down regardless of the message that is on it.
8. Your poster must be permitted by the LOK president before it is put up.
9. The poster must not have a political, religious, sexist, racist or other message that can be offensive to any individual or group at HLK.
10. The message or event on the poster must be relevant for the members of LOK.
11. Posters may only be put up with tacks. To nail or staple a poster is forbidden.
12. You can put up a new poster if the old one is damaged. This does NOT prolong the two-week maximum time.

Rules for poster board 2

1. All the rules applied to board 1 and 3.
2. This poster board is mainly for LOK and the LOK committees. Other associations can therefore be denied permission to use it, if there is a lack of space.

For any other kind of posters

1. Temporary posters can be placed on the yellow wall on the ground floor, in the revolving doors and in other places at HLK if they have a guiding purpose. These posters can only be there to inform about an event that is held at HLK that day.

2. Temporary posters must not be put up in such a way that they leave marks. The messenger is responsible for taking them down when they have served their purpose.
3. Posting in other places such as on windows, doors or walls are forbidden if they do not fit the requirements in item 1.
4. Posters or banners bigger than A3 should be planned and approved by the LOK president a minimum of two weeks in advance.

All associations and businesses need permission from the LOK president to put up posters. Poster board 2 requires specific permission. LOK has the right to deviate from the rules in individual cases, for more information about this contact the LOK president.