## **Procedural Guidelines**

In order to have orderly scheduling of facilities, off-campus organizations and non-students are asked to register with the Director of Student Activities before distribution of handbills, leaflets, or similar materials so that he can assure them a suitable facility for that distribution. Such materials must bear identification as to publishing agency and distributing organization or individual. The Director of Student Activities shall designate the vicinity of the Pagoda Union Building as the primary area of distribution.

Approved by:	
Board of Trustees	