



# Decorative Display Policy

## Use of Signs and Decorations:

- 1.) Directional signage for events may be posted within the USU/SSU only with pre-approval from USU Room 301, Reservation Center. Any signage posted prior to or after the event will be removed and disposed of by USU/SSU Staff.
- 2.) Decorations and signage, including flyers and posters may not be affixed to windows.
- 3.) Only masking/blue tape may be used to affix decorations or event signage. Tacks, nails, or non-masking tape is not permitted.
- 4.) It is the sponsor's responsibility to remove all decorations and signage, including tape. Failure to do so will result in a cleaning fee of a minimum of \$25 per room. Damage to facilities due to postings, decorations or signage, will be repaired by the USU and charged back to the event sponsor.
- 5.) Decorations and signage must not obstruct entrances or fire exits. All decorations and signage must be constructed of non-flammable material.
- 6.) Open flames, including candles, are not permitted at any time.