Poster & Publicity Policy

Any material to be posted publicly at The Claremont Colleges Library must be approved first by the "Five College Poster and Banner Approval Policy" or the posting person/organization's individual campus publicity guidelines.

The following regulations specific to the Claremont Colleges Library must be followed:
1. Posters and like material can be no larger than 8.5 by 11 inches and can be mounted only on bulletin boards. Nothing is to be posted on painted surfaces or windows inside or outside The Claremont Colleges Library building. The individual or organization will be liable for the removal and damages.
2. In all cases, the person or group responsible for the publicity must be identified on each piece of publicity.
3. Advertising of which the primary purpose is alcohol is not permitted. References to alcohol in advertising may not encourage any form of alcohol abuse such as emphasis on quantity.
4. Publicity in the form of chalking is not allowed anywhere on or near the Claremont Colleges Library building and grounds. Chalked messages will be removed and the responsible individual or organization will be liable for the removal or damages.
5. Any material that does not fit the above specifications, is out of date, or is duplicated on one bulletin board, will be removed.

Campus Policies & Guidelines
Each policy supports the 5C Approval Policy as well as the TCCL specific regulations.
- 5C Approval Policy: https://www.thefire.org/presentation/wp-content/uploads/2019/03/12154128/Pomona-College-Five-College-Poster-and-Banner-Approval-Policy.pdf
- Claremont McKenna College Guidelines: https://catalog.claremontmckenna.edu/content.php?catoid=30&navoid=4690
- Pomona College Guidelines: https://catalog.pomona.edu/content.php?catoid=44&navoid=8856
- Scripps College Guidelines (page 45): http://inside.scrippscollege.edu/studentaffairs/wp-content/uploads/sites/26/files/2021-2022-GTSL-1-14-22-1.pdf
- Harvey Mudd College Guidelines: https://catalog.hmc.edu/content.php?catoid=21&navoid=1091#public-posting-policy
- Pitzer College Guidelines: https://catalog.pitzer.edu/content.php?catoid=26&navoid=1817#public_art_policy