

IBB Posting Guidelines and Practices

- Flyers must pertain to events and topics directly related to bioengineering and bioscience.
- All inquiries must be submitted to **connect@ibb.gatech.edu** for approval prior to posting.
- Flyers may only be posted in the following designated areas: the atrium flyer stand, outside restrooms, or by the water fountains.
- Flyers should not be larger than 8.5 x 11 inches in portrait format and must adhere to GT Brand Standards.
- Content must be appropriate and adhere to GT Freedom of Expression Policies.
- Only one flyer per event/issue/topic may be posted on any applicable designated area. Repetitive postings will be removed.
- Flyers that refer to dated events will be removed after passage of the relevant event date. IBB reserves the right to temporarily remove flyers on occasions when preparing for major events or subsequent space reservation.
- Posting (inclusive of, but not limited to, flyers, banners, posters, signs, or similar) is impermissible on sidewalks, streets, building exteriors, bannisters, railings, benches, light poles, bike racks, windows, doors, landscaping, horizontal surfaces, or other unapproved surfaces and spaces. Water-soluble chalk may be used on uncovered sidewalks that are exposed to the elements.



