

# Chalking Request Form

Organization (if applicable) \_\_\_\_\_ Date \_\_\_\_\_

Name of event \_\_\_\_\_ Day/Date of Event \_\_\_\_\_

Date chalking will occur \_\_\_\_\_

Message you will chalk:

\_\_\_\_\_  
\_\_\_\_\_

\*This request is good for one chalking event  
\*A copy of this request must be carried with individuals  
doing the chalking for proof of approval.

\_\_\_\_\_

CCL approval stamp

## Contact Information

Organization Representative (if applicable) \_\_\_\_\_

Signature \_\_\_\_\_

\*by signing this form, you and your organization are responsible for any/all chalkings.

Phone number \_\_\_\_\_ Email \_\_\_\_\_

Organization Advisor (if applicable) \_\_\_\_\_

Phone number \_\_\_\_\_ Email \_\_\_\_\_

This form must be completed and submitted to Campus and Community Life, Campus Center 370 in order to chalk on campus following the below regulations. Please contact Campus and Community Life at 274-3931 for more information.

## Chalking Regulations

- **Chalking on brick surfaces, under awnings, and breezeways are prohibited.**
- Chalking must be done in open areas that can be directly washed by rain.
- The substance used for chalking must be water-soluble and easily washable by rain.
- The only product approved as spray chalk for use on campus: Chalk-It™
- Chalking must be clear and legible and must bear the name of the student organization (if applicable).
- Chalking is prohibited on brick surfaces, walls, benches, glass, windows, doors, pilings, columns, windows, painted surfaces, trees, traffic signs, light posts, emergency call phones, fixtures, mailboxes, newsstands, ad dispensers, bus stops, utility boxes, motor vehicles, statues, private property, fountains, and other objects. ONLY paved sidewalks exposed to weather.
- Chalking must be at least 20 feet from all building entrances (i.e. not on steps or a direct entryway).
- If any of the above regulations are violated, the individual and organization are subject to disciplinary action through the Dean of Students Office and removal of student organization privileges.
- Information about chalking may be obtained through Campus and Community Life.