CARTHAGE COLLEGE

Carthage College

Marketing & Advertising Policy for Outside Entities

Individuals, organizations, and companies that are not part of Carthage College must follow the following guidelines when marketing or advertising on the Carthage campus, or when seeking to hold a recruiting or marketing event on campus.

- Outside entities have limited access to posting on campus bulletin boards and promotional tables.

- Individuals, organizations, or companies wishing to distribute or to sell their services or products on campus must be authorized to do so by the Associate Vice President for Finance and Chief Executive Officer.

- Individuals, organizations, or companies may advertise events on the Todd Wehr Center bulletin board and academic building bulletin boards. All materials to be posted on our campus must be approved in advance by the Carthage Events and Conference Services Office.

- Companies seeking to offer employment opportunities to students must have a company representative contact The Aspire Center for approval to post advertising, submit employment opportunities, and schedule a visit to campus. Write to aspire@carthage.edu or call 262-551-5959.

- Businesses looking to promote their services, activities, or events in person need to contact the Carthage Events and Conferences Office to reserve promotional tables.

Advertisers/solicitors are subject to all guidelines of this policy.

Under no circumstances is door-to-door solicitation by off-campus groups or individuals permitted. Non-approved organizations found to be soliciting will be asked to leave campus.

If a company is seeking to promote at discount opportunities for students presenting a Carthage ID at their local businesses, contact communications@carthage.edu to learn more.

Carthage College reserves the right to remove any promotional materials that they deem inappropriate at any time.

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