



### Advertising Policy & Procedures

Thank you for your interest in advertising in on-campus housing at Kennesaw State University. The assistant director of marketing or their designee must approve all advertising and solicitation to ensure it is targeted for residential students and aligns with the mission and vision of Housing and Residence Life.

On-campus departments and off-campus vendors may promote themselves directly to residential students during Bazaar on the Bricks, an annual Housing and Residence Life event. Participation fees apply. [Click here for more information about Bazaar on the Bricks.](#)

On-campus departments and student organizations desiring to share information in the residential facilities/areas or with residents, must receive permission from Campus Services Marketing by submitting a [request online](#). No flyers, posters, banners, brochures, handbills, sidewalk chalk, etc., may be used or distributed in the residential areas without approval. Please allow 48-72 hours for the approval process. If you have questions, contact [CampusServicesMktg@kennesaw.edu](mailto:CampusServicesMktg@kennesaw.edu).

Once you are approved to post, please submit the appropriate number of items indicated below to the front desk of the Housing and Residence Life office located in the University Village 6000 building for distribution to Kennesaw Campus residents or the Housing and Residence Life office located near Howell Hall for distribution to Marietta Campus residents. Items must be pre-counted and subdivided as noted below prior to being brought to our offices.

<b>Distribution To:</b>	<b>Apartments</b>
Austin Residence Complex	308
KSU Place	138
University Village	241
University Village Suites	489
<b>Totals Kennesaw</b>	<b>1176</b>
Hornet Village 100	109
Hornet Village 200	124
Howell Hall	147
Univeristy Commons	96
University Courtyard	103
University Columns	10
<b>Totals Marietta</b>	<b>589</b>

*\*For social media posting please only provide a copy of the digital advertisement via the online form.*