

OFFICE OF STUDENT ENGAGEMENT

Flyers

Student organizations can bring their flyers to the Office of Student Engagement (Student Union, room 1532) for guidance on marketing best practices. Students can then post flyers on designated boards in the Student Union or bring them to OSE for posting.

Map of Student Union Bulletin Boards

For posting in residence halls, please take flyers to the Office of Residence Life located next to Ottawa West. Flyers will be reviewed by the Assistant Director of Residential Marketing and Housing and then given to hall directors to post. Reach out to Residence Life at [419.530.2941](tel:419.530.2941) or ResidenceLife@utoledo.edu with additional questions. Flyer counts for each hall are listed below. Count out each per hall/house, paper clip, and label with a note on each stack before taking to Ottawa West.

Academic House	12
International House	9
Mackinnon/Scott/Tucker	9
McComas Village	15
Ottawa House	19
Parks Tower	30
Presidents Hall	21
TOTAL	115

Your flyers may be posted on bulletin boards in other buildings on campus as well. Please check with the office closest to the bulletin board you are looking to post on for their guidelines and procedures for posting.

