

## Vending Billboards:

Campus Dining & Shops (CDS) provides Vending Billboards that are used as an advertising tool for student organizations and university departments. They are to advertise on-campus events, i.e. group meetings or recruitment, department or organization events, which are open to all students. They are not to be used to advertise non-university off-campus events.

Reservations are accepted from registered student organizations and departments through Campus Dining & Shops on a first come–first serve basis.

These billboard-like signs are available in the following locations:

Student Union- 2 large, 1 small

Knox-3 large

Capen-2 large, 1 small

Goodyear- 1 large

Large= 20”h x 108”w (visual opening 17 7/8”h x 105 7/8”w)

Small= 20”h x 34”w (visual opening 17 7/8” h x 31 7/8”w)

The cost to print is \$15/small, \$40/large

The space rate is as follows:

Large: \$15/week, 1 month reduced rate \$50

Small: \$10/week, 1 month reduced rate \$35

### Billboard Criteria

- Layouts must be submitted in Word, Publisher, Adobe PDF, Photoshop, InDesign or Illustrator format. (Design services available at additional cost)
- The sponsoring organization and contact information must be clearly stated.
- Must advertise on-campus events, meetings, recruitment, etc. open to all students.
- CDS reserves the right to refuse any copy deemed inappropriate and/or suggest edits to any announcements to comply with space and other requirements.
- CDS does not allow commercial or political advertisements.

**Campus Dining & Shops does not support or condone the activities stated on the billboards.**

*To reserve or if you have questions contact Campus Dining & Shops at (716) 645-2521 or by email [clpowell@buffalo.edu](mailto:clpowell@buffalo.edu)*

*revised 5/24/11*