

# Club Sport Officer Tabling and Flyering Contact List:

## **For Wellness Center:**

- **Flyering:**
  - Email Angie to get approval for all flyers you wish to be put up in the wellness center
- **Tabling:**
  - Email Angie about being able to table in the Wellness Center. She will work with you to schedule a time
- **Email:** [angelica.adame@ucdenver.edu](mailto:angelica.adame@ucdenver.edu)

## **For Flyers:**

- **North Building:**
  - Any of the bulletin boards on the West Wall can just be hung up. There is no approval. Posters will be taken down after a month.
- **Tivoli Student Union:**
  - Any Brick that is showing can be placed with posters. Best practice is putting it next to other posters. This does not need approval but if you want one of the official posters hang ups or their digital advertisements you will need to contact the email provided below with the instructions.
- **Student Commons:**
  - Bring your flyers up to the front desk and they will be approved and hung up for you.
- **Flyering the rest of campus:**
  - Please contact this email in order to get approval for all the other buildings. Let them know where you are trying to flyer and send in your flyer for approval. They will let you know next steps!
  - [DenverCampusPosting@ucdenver.edu](mailto:DenverCampusPosting@ucdenver.edu)
- **Lynx Crossing**
  - Email [housing@ucdenver.edu](mailto:housing@ucdenver.edu)
  - Get approval by Cathy Gamez: [catherine.gamez@ucdenver.edu](mailto:catherine.gamez@ucdenver.edu)
- **City Heights**
  - Email [housing@ucdenver.edu](mailto:housing@ucdenver.edu)
  - Get approval by Garrison Stewart; [garrison.stewart@ucdenver.edu](mailto:garrison.stewart@ucdenver.edu)

## **For Tabling:**

- **Lynx Crossing**
  - Fill out form “Table Request: Housing and Dining” or email [housing@ucdenver.edu](mailto:housing@ucdenver.edu)

- Get approval by Cathy Gamez: [catherine.gamez@ucdenver.edu](mailto:catherine.gamez@ucdenver.edu)
- **City Heights**
  - Fill out form “Table Request: Housing and Dining” or email [housing@ucdenver.edu](mailto:housing@ucdenver.edu)
  - Get approval by Garrison Stewart; [garrison.stewart@ucdenver.edu](mailto:garrison.stewart@ucdenver.edu)
- **Tivoli**
  - For the Tivoli you can either call the number below or send an email to the email address below. They will direct you to next steps for tabling
  - Campus Event Services: 303-556-2755
  - [acesmaindesk@ahec.edu](mailto:acesmaindesk@ahec.edu)
- **Tabling the Rest of Campus**
  - Please contact this email in order to get approval for all the other buildings. Let them know where you are trying to table. They will let you know next steps!
  - [events@ucdenver.edu](mailto:events@ucdenver.edu)