

Student Assembly Elections Rules

Adopted on Thursday, December 3 2009. Amended Friday, December 3, 2010; Friday, December 2, 2011, Thursday, November 29, 2012, Friday, December 6, 2013, Thursday, May 1, 2014, Thursday, November 20, 2014, Thursday, March 26, 2015, Monday, November 16, 2015.

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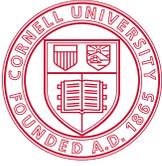
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48 **Article I. Election Guidelines**

49 Elections are the foundation upon which representative governance rests. These rules are designed to
50 protect the rights of all candidates, as well as all members of the University community, and to
51 ensure that the election process takes place in an open and fair arena. Candidates must respect the
52 rights and privileges of all members of the Cornell community, and follow all election guidelines
53 outlined in this document. Elections rules are subject to the approval of voting members of the
54 Student Assembly each semester.

55

56 **A. Voter Eligibility**

57 To vote in an election for a seat in the Student Assembly (SA) or for the directly elected seats on the
58 University Assembly (UA), a person must:

- 59 1. Be a full-time, matriculated undergraduate student enrolled in a degree-granting unit of the
60 Ithaca campus of the University; and,
- 61 2. Be a member of the constituency for which the seat is designated, if it is designated for one
62 of the following:
 - 63 a. Specific to college of enrollment
 - 64 b. Freshman
 - 65 c. Transfer

66

67 **B. Candidate Information**

68 **1. Eligibility and Requirements**

69 To be a candidate, a person must, prior to the petitioning deadline specified in the elections calendar:

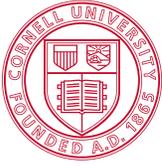
70 Be eligible to vote in the election for the seat and plan to remain so for the full term for which
71 they are seeking election¹

- 72 1. Submit a completed candidate registration form and any associated materials required in that
73 form
- 74 2. Submit petitions endorsed by the required number of people who are eligible to vote in the
75 election for that specific position, which is the lesser of 10% of those eligible to vote for that
76 specific position or:
 - 77 a. 300 for President and Executive Vice President
 - 78 b. 150 for all other at-large seats
 - 79 c. 100 for Arts and Sciences seats
 - 80 d. 25 for New Transfer seat
 - 81 e. 75 for all other seats
- 82 3. Have not resigned or been removed from the SA or from a directly elected UA seat in the
83 academic year prior to the academic year of the term for the seat being elected

84

85 To be a candidate, a person must, prior to the commencement of voting as specified in the elections
86 calendar:

¹ Candidates should not plan to pursue study abroad programs or internships that would require them to leave the Ithaca campus for any semester during their tenure.



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- 87 1. Attend at least one full SA meeting in that semester and register his or her attendance at that
88 meeting with the Director of Elections, unless waived by the Director of Elections for
89 extenuating circumstances²
90 2. Apply online to serve on at least one committee of the SA³
91

92 The Office of the Assemblies, assisted by the Elections Committee, will review submitted materials
93 for compliance with petitioning requirements as follows:

- 94 1. A sampling method may be used as long as at least 10% of required signatures are validated
95 for all petitions and all required signatures are validated for any petition found to be
96 ineligible
97 2. All petitions will be available for viewing only to members of the Cornell community and
98 may be examined in the Office of the Assemblies, 109 Day Hall. Petitions may not be
99 photocopied once submitted.
100 3. The Office of the Assemblies will notify the Director of Elections, who will notify any
101 candidates who fail to meet petitioning requirements prior to the scheduled announcement
102 of candidates
103 4. Candidates who are listed on the ballot but found to have not fulfilled eligibility
104 requirements prior to tabulation of results will be disqualified with vote counts untallied and
105 discarded
106

107 2. Petitioning

108 In order to demonstrate that they will be a respectable representative of the Cornell Student
109 Assembly and student body at large, candidates are required to collect a certain number of petition
110 signatures. The required number of petition signers is designated above. Candidates are expected to
111 maintain the highest integrity when collecting petition signatures. In addition to the Early
112 Campaigning rules detailed in Article 1, Section C(1) of these elections rules, the following
113 restrictions are in place to ensure fairness during the petitioning period.

114 Candidates may not:

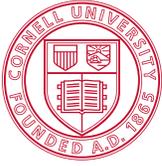
- 115 1. Announce their candidacy on social media platforms in order to collect signatures
116 2. Announce their candidacy in front of a classroom during class hours in order to collect
117 signatures
118 3. Circulate unattended petitions
119

120 3. Written Statements

- 121 1. Each candidate is asked to submit a short statement, which may be no more than 1,250
122 characters, including spaces (NOT word count) via the online Candidate Profile portal.
123 Submissions must be plain text.
124 2. Statements will be displayed in informational materials published by the Elections
125 Committee.
126 3. Statements may not include names of any political coalitions.

² However, this rule does not apply to past SA representatives.

³ A list of such committees is provided in Appendix A to this document.



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127 4. If a candidate's statement does not conform with these guidelines, the statement will not be
128 posted.
129

130 **4. Pictures**

131 Candidates may have their photos taken in the Office of the Assemblies, 109 Day Hall, before the
132 petition deadline. Photos will be displayed in informational materials published by the Elections
133 Committee. Candidates may submit a photograph of themselves that conforms to the specifications
134 noted in the online candidate registration form.
135

136 **5. Promotional Materials**

137 Each candidate may receive a combination of up to 300 one-sided 8 1/2" X 11" or 150 two-sided 8
138 1/2" X 11" printed materials at no charge. These may be posters or quarter-cards⁴, or a combination
139 of both.

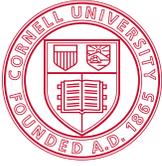
- 140 1. The design must be attached, exactly as it is to be copied, as a PDF to the Candidate Profile
141 Form online and submitted by the application deadline
- 142 2. All materials must include the dates and times of the elections and be in compliance with
143 election guidelines
- 144 3. Candidates may select up to two different paper colors from the swatches provided by the
145 Office of the Assemblies
- 146 4. Materials will be printed in black & white only
- 147 5. No Cornell insignia or logo is allowed
- 148 6. Candidates who do not submit materials, which meet these criteria by the petitioning
149 deadline, forfeit the opportunity to receive such materials from the Office of the Assemblies
- 150 7. The Office of the Assemblies will be responsible for making the copies.
- 151 8. The office will not assist in designing, modifying, or otherwise formatting a printed
152 submission

153 Candidates that do not receive or choose not to receive free promotional materials printed by the
154 Office of the Assemblies will be eligible for up to \$20 in reimbursements that can be used towards
155 the following expenses: website expenses (web hosting, domain names, and online advertising), chalk,
156 printed materials, or any other promotional materials approved by the Director of Elections that are
157 not a violation of these elections rules. These reimbursements will not be counted in a candidate's
158 out-of-pocket expenses, as detailed in the Campaign Finance rules in Article 1, Section C(6) of these
159 elections rules.
160

161 **6. Candidate Forum**

162 All candidates are encouraged to participate in the Candidates' Forums held by the Elections
163 Committee during the campaign period. The Elections Committee will be responsible for planning,
164 coordinating, and marketing these forums. At the forum, candidates are encouraged to discuss their
165 experience, platforms, and more. Candidates are also encouraged to use the forum as an opportunity
166 specifically to discuss why they are more qualified for the contested position than their opponent(s).
167 The Director of Elections shall reach out to student organizations that receive funding from the

⁴ See Appendix B for an example of an approved quarter-card.



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168 Student Assembly, encouraging them to use the candidate forum as an opportunity to vet candidates
169 for endorsements.

170

171 **C. Election Guidelines**

172 **1. Early Campaigning**

173 Candidates and supporters acting on their behalf must not participate in the following campaign
174 activities until campaigning officially begins:

- 175 1. Distribution of printed campaign materials to the public
- 176 2. Advertising candidacy by chalk, poster, or other method designed for public viewing
- 177 3. Making speeches or statements to student organizations or groups of students
- 178 4. Promoting their candidacy through email, social networking tools, or other digital media
- 179 a. The Elections Committee may challenge or disqualify a candidate if a violation is
180 found to compromise the fairness of the election

181

182 **2. Restrictions for Current SA Members**

183 Current SA members seeking reelection:

- 184 1. Must refrain from any form of individual or self-promoting publicity during the petitioning
185 period
- 186 2. Must not host constituency outreach events that are meant to fulfill an outreach requirement
187 from the deadline for elections materials through the last day of voting

188

189 **3. Compliance with University Policies and Campus Code of Conduct**

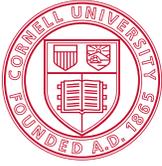
190 Candidates and supporters acting on their behalf must be aware of and comply with all applicable
191 policies and provisions of the Campus Code of Conduct, including but not limited to:

- 192 1. Use of Cornell Name, Logo & Artwork policy
- 193 2. Event Registration policies
- 194 3. Facilities reservation policies, including Willard Straight Hall area reservation policies
- 195 4. University Postering & Chalking policies
- 196 5. Residential & New Students Programs' policy for postering in residence halls
- 197 6. Dining hall policies, including a prohibition of distributing printed campaign materials in
198 dining halls without permission from authorized staff, and as designated in the Campus
199 Code of Conduct⁵

200

201 A violation of any University policy is a violation of these rules and therefore grounds for a challenge
202 if it compromises the fairness of the election. It is the candidate's responsibility to read the
203 referenced documents and be familiar with the rules and regulations established within them. The
204 Director of Elections may also refer any reported violations to the Office of the Judicial
205 Administrator or any other appropriate office, which may impose disciplinary remedies and penalties
206 according to its own rules and procedures.

⁵ Please note that it is against the University Postering and Chalking Policy to chalk on any vertical surface, regardless of the location.



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207

208 **4. Campus Mail**

209 Candidates and their supporters may not use Campus Mail for campaigning purposes.

210

211 **5. Electronic Communications and Social Media**

212 Candidates and supporters acting on their behalf:

- 213 1. Must obtain permission from the administrator of any university-hosted bulk mailing lists
- 214 2. Must comply with Cornell University IT policies

215

216 **6. Campaign Finance**

217 Candidates or supporters acting on their behalf must submit all receipts and/or proof of fair market
218 value with the signed expense report to the Office of the Assemblies by the deadline specified in the
219 elections calendar. Candidates who do not submit receipts and/or proof of fair market value will be
220 presumed to have spent \$0 on their campaign.

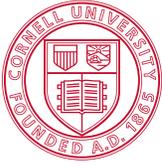
- 221 1. Candidates and supporters acting on their behalf may not exceed the \$50 limit for out-of-
222 pocket expenses and fair market value of donations of materials, professional services,
223 and/or money
 - 224 a. Fair market value is the value at which something is to be obtained normally if
225 documentation of its dollar value is not provided
 - 226 b. If there is a supporting receipt for a good used in a candidate's campaign, then the
227 value of that good is the dollar value on the supporting receipt as long as the
228 transaction was conducted at arm's length
 - 229 c. For donated materials, professional services, or other goods for which no official
230 receipt is provided, candidates must seek the most plausible assessment of the fair
231 market value of the good. Professional services will be defined as any work for
232 which the given individual/donor is typically compensated. Volunteer time donated
233 by full-time students will not be considered professional services.
 - 234 d. Paid advertisements and related costs on social networking sites or other websites
235 must also be accounted for at fair market value
- 236 2. Candidates and supporters acting on their behalf in races where only one candidate has
237 submitted a petition are limited to 150 copies and \$10 for out-of-pocket expenses.
238 Donations may be used, but proof of their fair market value must be provided and
239 accounted for.

240

241 **7. Endorsements**

242 All registered student organizations receiving funds from the Student Assembly are encouraged to
243 endorse candidates. If an organization chooses to endorse a candidate, it is expected to abide by the
244 guidelines below.

- 245 1. Student Activities Funding Commission (SAFC) funded and Student Activity Fee (SAF)
246 byline funded organizations may endorse candidates. All groups must act in a way that is fair
247 and balanced when deciding on the endorsement of candidates.
- 248 2. The Elections Committee may recommend that the SA impose fines on or revoke allocated
249 funds from organizations failing to comply



250

251 **8. Campaign Ethics**

252 Candidates and supporters acting on their behalf:

- 253 1. May not, at any time before, during or after the elections, harass, threaten, defame or coerce
254 others
255 2. May not provide anything of material value to a member of the Cornell community to
256 further themselves in the election or to promote their candidacy
257 3. May not compel any person to endorse their candidacy, assist their campaign, or act as
258 supporter as an explicit or implicit condition for initiation to, admission into, affiliation with,
259 or continued membership in a group or organization
260

261 **Article II. Direct Election of President and Executive Vice President**

262 **A. President and Executive Vice President (EVP) Designation and eligibility**

- 263 1. Two of the Undesignated At-Large Representative seats will be reserved for the directly
264 elected seats of President and Executive Vice President
265 2. Candidates running for the Undesignated At-Large Representative seats may specify
266 themselves as a Presidential candidate or Executive Vice Presidential candidate
267 3. Candidates who do not wish to run for the position of President or Executive Vice President
268 may run individually for an undesignated at-large seat
269 4. All candidates running for any undesignated at-large seat will be listed as undesignated at-
270 large candidates on the ballot.
271

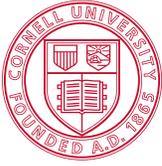
272 **B. Restrictions on Ticketing and Slates**

273 **1. General Rules**

- 274 1. Candidates and supporters acting on their behalf may not:
275 a. Include any other candidate's name, a common "ticket" name, or a shared slogan
276 and/or symbol on any promotional materials or within any form of electronic
277 communication and/or media
278 b. Share or pool campaign finances with any other candidates or supporters acting on
279 their behalf
280 c. Distribute any promotional materials, send any electronic communication, or utilize
281 any other form of electronic media on behalf of any other candidate *except if the*
282 *candidate does so for another candidate and the President and/or the EVP races*
283 d. Campaign with or on behalf of each other or engage in any coordination of
284 campaigning activities *except if the candidate does so for another candidate in the President or*
285 *EVP races.*
286

287 **2. Special circumstance for the President and EVP elections**

288 *Candidates in any race, besides those running for the position of President or EVP, will be given the freedom to*
289 *distribute promotional material, send electronic communications, campaign on behalf of, and speak for candidates in the*
290 *President or EVP races. Candidates who chose to do so are considered supporters and are held accountable to all*
291 *clauses in these rules that pertain to candidates and their supporters.*



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292

293 *The President and EVP are strictly prohibited from coordinating activities.*

294

295 *Candidates are strictly prohibited from performing the actions above for candidates not in the president or EVP races*

296

297 **3. Plagiarism**

298 Candidates may not disseminate written statements, promotional materials, or electronic
299 communications that are plagiarized or substantially copied from any such items created or
300 distributed by any current or former candidate.

301

302 **Article III. Election Procedures**

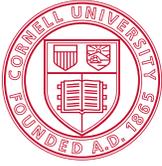
303 **A. The Elections Calendar**

- 304 1. The Director of Elections, in consultation with the Office of the Assemblies, will draft the
305 elections calendar prior to the semester of the elections, and will be approved by the
306 Elections Committee at a meeting in the prior semester⁶
- 307 2. Consideration shall be given to any religious holidays that may fall during the election period,
308 guaranteeing that the right to free religious observance is afforded to all potential candidates
309

310 **B. The Elections Committee**

- 311 1. The Director of Elections shall serve as chair and a designated representative of the Office
312 of the Assemblies shall serve as a non-voting ex-officio member of this committee
- 313 2. Members of the Elections Committee may not seek SA or UA office for the academic year
314 following their term of service on the committee
- 315 3. The Director of Elections shall publish at the beginning of each semester a list of
316 Assembly seats to be filled, in accordance with Student Assembly Charter
- 317 4. Elections Committee members are expected to abide by the highest standards of personal
318 conduct and integrity. Students are mandated to excuse themselves from serving on the
319 Elections Committee if they plan to actively take part in a campaign or sit on the executive
320 board of an organization that has endorsed a candidate. Therefore, members should not be
321 actively involved in the campaigning process. All conflicts should be considered and resolved
322 before the election cycle begins.
- 323 5. The Elections Committee should be prepared to meet immediately following the challenge
324 deadline to rule on all pertinent challenges. The Elections Committee shall use Robert's
325 Rules of Order to consider challenges, in addition to the elections rules. In the event of
326 conflict, these elections rules supersede Robert's Rules of Order. The Elections Committee
327 has no power to overrule the elections rules under any circumstances.
- 328 6. The Director of Elections shall give a final report on the results of the elections when there
329 are no remaining unresolved matters

⁶ The Director of Elections should coordinate the schedule of the Student Assembly elections with other campus elections, such as those of the Student-Elected Trustee and Class Councils.



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- 330 7. For the benefit of the students, the Elections Committee shall establish voting booths across
331 campus on the days of the election. Committee members will ensure that no campaigning
332 occurs within 25 feet of a voting booth.
333

334 **C. Independence of the Elections Committee**

335 While members of the Elections Committee are expected to abide by the highest standards of
336 integrity, they also enjoy independence from undue interference. Hence, students may not falsely
337 accuse, harass, threaten or coerce any member of the Elections Committee for actions taken in their
338 official capacity.
339

340 Subject to the determination of the Elections Committee, any violation of this section can result in
341 temporary or permanent disqualification from contesting elections to the SA or UA. It may also
342 result in disciplinary referral to the Judicial Administrator.
343

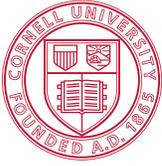
344 **D. Voting and Tabulation**

- 345 1. The order in which names appear on the ballot shall be randomly selected
346 2. Tabulation of the results of voting shall be as follows:
347 a. The President, Executive Vice President, and other Undesignated At-Large
348 Representatives will be elected by a single transferable voting system according to the
349 Article IV, Section 2 of the Charter of the Student Assembly. Voters may rank all
350 candidates on the ballot for each of these races.
351 b. All other representatives shall be elected by a plurality voting system. Voters will cast
352 one vote per available seat, (e.g. if three Arts and Sciences representatives are to be
353 elected, the voter will vote for three candidates).
354 c. Uncontested candidates will not be listed for a vote on the ballot and will be deemed
355 victorious pending the resolution of challenges
356 3. Preliminary results for challenged races will be posted after the Elections Committee has
357 ruled on those challenges
358 4. The Elections Committee will not have access to the preliminary results prior to and during
359 challenge deliberations. The Office of Assemblies will release election results after the
360 Elections Committee has validated the election results.
361 5. A printout of election results for qualified candidates shall be available in the Office of the
362 Assemblies, 109 Day Hall, for one year following the election. Disqualified candidates will
363 not have their vote tallies made available.
364

365 **E. Challenges**

366 **1. Eligibility to Challenge**

- 367 1. Any member of the Cornell community may submit a challenge
368 2. The Director of Elections may submit a challenge
369 3. The Elections Committee as a body may submit a challenge by majority vote
370 4. Individual committee members, except the Director of Elections, may not submit a
371 challenge
372



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373 **2. Challenge Deadlines**

- 374 1. Election challenges must be submitted by the election challenge deadline specified in the
375 elections calendar
- 376 2. The Director of Elections or the Elections Committee by a majority vote can submit a
377 challenge at any time before the declaration of results
- 378 3. No challenges will be accepted after these deadlines
- 379 4. Once submitted, a challenge becomes part of the formal record, and may not be withdrawn
380 except by the explicit permission of the Director of Elections

381

382 **3. Format of Challenges**

383 Challenges must be in writing, submitted on the signed Challenge Form, and accompanied by the
384 following supporting documentation:

- 385 1. Challenger's name
- 386 2. Candidate's name
- 387 3. Date of challenge
- 388 4. Reason for challenge and supporting evidence

389

390 **4. Notification of Election Challenges**

391 The Office of the Assemblies will notify the Director of Elections who will send an email notifying
392 anyone who is named in an election challenge. The email will contain a scanned copy of the
393 challenge.

394

395 **5. Response to Election Challenges**

396 A challenged candidate may review challenges to which they are a party in the Office of the
397 Assemblies, 109 Day Hall, and address written statements in response to the committee. The
398 challenged candidate may request a hearing in person with the committee.

399

400 **6. Challenge Review Meeting**

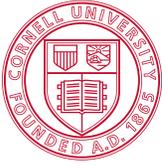
401 The committee will schedule a meeting to review challenges in Executive Session. The committee
402 will provide an opportunity for the challenged candidate to respond in person if requested by the
403 challenged candidate or a member of the committee. For each challenge, the committee will
404 determine:

- 405 1. Whether a preponderance of evidence substantiates each alleged violation; and,
- 406 2. Which, if any, substantiated violations or combination thereof compromised the fairness of
407 the election and constituted a material advantage to the extent the challenged candidate
408 should be disqualified by a two-thirds majority

409 The Committee will first vote by simple majority to determine if the evidence substantiates each
410 alleged violation. If the violation is substantiated, the committee will vote which, if any, substantiated
411 violations or combination thereof compromised the fairness of the election and constituted a
412 material advantage to the extent the challenged candidate should be disqualified by a two-thirds
413 majority.

414

415 **7. Preliminary Report**



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- 416 1. For each rule violation, the Director of Elections or a member of the Elections Committee
417 as delegated by the Director will create a written report summarizing the challenge(s), the
418 decision made, and how the decision was reached
- 419 2. The preliminary report is kept confidential and only released to the challenged candidate and
420 the challenger(s)
- 421 3. A copy is kept in the Office of the Assemblies, 109 Day Hall
- 422 4. For each challenge, the committee will report to the challenger(s) and the challenged
423 candidate all evidence received/found, any violations substantiated, and any decisions to
424 disqualify the challenged candidate
- 425

8. Reconsideration

426
427 If the committee determines a candidate should be disqualified, the candidate may request
428 reconsideration within twenty-four hours of receiving the Preliminary Report. To be reconsidered,
429 the candidate seeking such reconsideration must submit a request in writing to the Office of the
430 Assemblies via email to assembly@cornell.edu. The statement should address the specific findings in
431 the preliminary report to be reconsidered.

432

433 The committee will convene in response to such a request. The committee, after evaluating each
434 request for reconsideration, will take a vote requiring a simple majority to determine if the previous
435 decision to disqualify should be overturned. If the committee votes to overturn the previous
436 decision, then the committee will consider the initial challenge again and will vote to disqualify the
437 candidate by two-thirds majority.

438

439 If a disqualified candidate finds that the Elections Committee was biased in their application of the
440 rules, they may request a review by the Judicial Codes and Counselor (JCC). If the JCC review finds
441 that the application of the rules was biased, the decision of the Elections Committee may be
442 overturned.

443

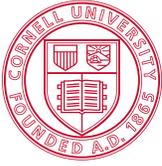
9. Finality

444
445 The determination of the committee after expiration or resolution of requests for reconsideration
446 shall be final.

447

10. Confidentiality

- 449 1. Members of the committee and parties to a challenge may not share the contents of
450 challenges, evidence, or decisions submitted to or received from the committee, except when
451 explicitly permitted by these rules or by the Director of Elections
- 452 2. Unauthorized disclosure of confidential information may result in a disciplinary referral by to
453 the Judicial Administrator
- 454 3. A review of the Challenges may take place in the Office of the Assemblies, 109 Day Hall, by
455 any member of the Cornell community. Challenges may not be photocopied, photographed,
456 digitally recorded or removed from the Office of Assemblies.
- 457
- 458



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459	Appendix A
460	List of approved Student Assembly committees:
461	1. Academic Policy Committee
462	2. Appropriations Committee
463	3. City and Local Affairs Committee
464	4. Communications Committee
465	5. Dining Services Committee
466	6. Diversity Committee
467	7. Environmental Committee
468	8. Financial Aid Review Committee
469	9. Health and Wellness Committee
470	10. Infrastructure Fund Committee
471	11. Residential Life Committee
472	12. Technology Committee – Infrastructure
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474	
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476	Sample Promotional Materials (Poster and Quarter Card)