

# Dining Hall - Table Tent Form

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( fold )

1. Table tents must be professionally printed on a 5"x 3" index card.
2. Table tents must be approved by Dining Service Management (831-5351) in advance of display. Please bring the proposed table tent to the main office in Dalton Hall for approval.
3. Placement in Dalton Dining Hall, Muse, and the Bonnie must take place in between meal periods.
4. All Dining Services facilities will pull table tents off of the tables (and discard) at the close of business on Friday (8:00 P.M.) of each week during the academic year. Further, table tents will be pulled if soiled or if the date of the event has concluded. For maximum exposure, it is suggested that table tents be placed on Saturday or Sunday morning.