

Request Form for Public Use Area for Expressive Activities



Whatcom Community College facilities are reserved primarily for educational use directly related to the educational mission of the College. The public character of the College does not grant to individuals an unlimited license to engage in activity, which limits, interferes with, or otherwise disrupts the normal activities of the College. The College designates public use areas for College and non-college groups for expressive activity on campus and specific conditions shall be imposed to regulate the timeliness of requests, to determine the appropriateness of space assigned, time of use, and to insure the proper maintenance of the facilities. The allocation of space shall be made in accordance with WCC Policy 610 Use of College Facilities (WAC 132U-140) on the basis of time, space, and manner of the request.

1. Individuals and groups should submit this request form for Public Use Area for Expressive Activities to the Student Life Office located on the second floor of Syre Student Center, **no later than one (1) business day in advance of an event.**
2. College facilities may not be used for purposes of political campaigning by or for candidates who have filed for public office, except for student-sponsored activities. Approved, student-sponsored activities of a political or commercial nature shall not permit promotional signs or posters on building, trees, walls, bulletin boards, or the distribution of samples outside the rooms or facilities to which access has been granted.
3. Religious groups, not meeting as part of a recognized student club activity, shall not use the College facilities as a permanent meeting place. Use shall be non-recurring only.
4. The College reserves the right to prohibit the use of College facilities by groups, which restrict membership or participation in a manner inconsistent with the college's commitment to nondiscrimination as set forth in its written policies and commitments.
5. No person or group may use or enter onto College facilities having in their possession firearms, even if licensed to do so, except commissioned police officers as prescribed by law.
6. College facilities may not be used for commercial sales, solicitations, advertising or promotional activities, unless: (a) such activities serve educational purposes of the college; (b) such activities are under the sponsorship of a College department or office or officially chartered student club.
7. The right of peaceful dissent within the College community shall be preserved. The College retains the right to insure the safety of individuals, the continuity of the educational process, and the protection of property. While peaceful dissent is acceptable, violence or disruptive behavior is an illegitimate means of dissent. Should any person, group or organization attempt to resolve differences by means of violence or perceived threat to health or safety, the College and its officials need not negotiate while such methods are employed and may involve local law enforcement authorities.
8. Orderly picketing and other forms of peaceful dissent are protected activities in public use areas as outlined in this policy. However, interference with free passage through areas where members of the College community have a right to be, interference with ingress and egress to College facilities, interruption of classes, injury to persons, or damage to property shall result in the sanctions outlined in this policy.
9. If a College facility abuts a public area or street, and if student activity, although on public property, unreasonably interferes with ingress and egress to College buildings, the College may choose to impose its own sanction although remedies might be available through local law enforcement agencies. [Statutory Authority: RCW 28B.50.130 and 28B.50.140. 88-15-005 (Order 88-03), S 132U-140-040, filed 7/8/88.]

10. Subject to the regulations and requirements of this policy, individuals and groups may use the **campus limited forums for expressive activities between the hours of 8:00 a.m. and 9:00 p.m.**
11. Any sound amplification device may only be used at a volume, which does not disrupt or disturb the normal use of classrooms, offices or laboratories or any previously scheduled College event or activity.
12. All sites used for expressive activity should be cleaned up and left in their original condition and may be subject to inspection by a representative of the College after the event. Reasonable charges may be assessed against the sponsoring organization for the costs of extraordinary clean up or for the repair of damaged property.
13. All fire, safety, sanitation or special regulations specified for the event must be obeyed. The College will not provide utility connections or hook-ups for purposes of expressive activity conducted pursuant to this policy.
14. The event must not be conducted in such a manner to obstruct vehicular, bicycle, pedestrian or other traffic or otherwise interfere with ingress or egress to the college, or to College buildings or facilities, or to College activities or events. The event must not create safety hazards or pose unreasonable safety risks to College students, employees or invitees to the college.
15. The event must not interfere with educational activities inside or outside any College building or otherwise prevent the College from fulfilling its mission and achieving its primary purpose of providing an education to its students. The event must not materially infringe on the rights and privileges of College students, employees or invitees to the college.
16. There shall be **no overnight camping** on College facilities or grounds. Camping is defined to include sleeping, carrying on cooking activities, or storing personal belongings for personal habitation, or the erection of tents or other shelters or structures used for purposes of personal habitation.
17. The event must also be conducted in accordance with any other applicable College policies and regulations, local ordinances and state or federal laws.
18. Handbills, leaflets, and similar materials, **except** those which are commercial, obscene, libelous, or advocate or incite imminent unlawful conduct, may be distributed only in designated areas on the campus where, and at times when, such distribution shall not interfere with the orderly administration of the College affairs or the free flow of traffic. Any distribution of materials as authorized by the designated administrative officer and regulated by established guidelines shall not be construed as support or approval of the content by the College community or the Board of Trustees.
19. College groups may post information on bulletin boards, kiosks and other display areas designated for that purpose, and may distribute materials throughout the open areas of campus.
20. Non-college groups may distribute materials only at the site designated for non-college groups. The sponsoring organization is encouraged, but not required, to include its name and address on the distributed information.
21. When using College facilities, an individual or organization may be required to post a bond and/or obtain insurance to protect the College against cost or other liability in accordance with the College's facility use policy. When the College grants permission to use its facilities it is with the express understanding and condition that the individual or organization assumes full responsibility for any loss or damage.

Non-college groups who violate these regulations will be advised of the specific nature of the violation, and if they persist in the violation, will be requested by the College designee to leave the College property. Such a request will be deemed to withdraw the license or privilege to enter onto or remain upon any portion of the College facilities of the person or group of persons requested to leave, and subject such individuals to arrest under the provisions of chapter [9A.52](#) RCW or municipal ordinance.

Request Form for Public Use Area for Expressive Activities

The following “public use areas” are designated as the sole limited public forum areas for college and non-college groups to use for expressive activity protected by the First Amendment, subject to time, place, and manner restrictions as outlined in WCC Policy 610 Use of College Facilities (WAC 132U-140).

Name of Contact Person: _____ Phone: _____

Address: _____

Group or organization: _____

Date, time, and location of event: Date: _____ Time: _____ Location: _____

Nature and purpose of event: _____

Estimated number of people expected to participate: 0 – 30: _____ 31 – 60 _____ 61 – 100 _____ 100+ _____

Will flyers, signs, leaflets, etc. be used? Yes _____ No _____

Do you expect community members to attend? Yes _____ No _____

Type of sound or amplification devices: _____ None: _____

I have read, understand, and agree to comply with the requirements outlined on Pages 1&2 and in WCC Policy 610.

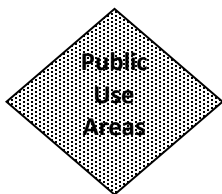
Signature _____ Printed Name _____ Date _____

If completed electronically, signature is required on day of event. Identification is required.

Approval with the following time, place, and manner requirements (may be continued on separate page):

Approved by _____ Date _____ Time _____

Proof of Identity _____



BUILDING CODES	
ASB	Auxiliary Services Bldg
BKR	Baker Hall
CAS	Cascade Hall
FND	Foundation Bldg
HPEC	Health Professions Education Center
HNR	Heiner Center
KLY	Kelly Hall
KUL	Kulshan Hall
LDC	Laidlaw Center
PAV	Pavilion
ROE	Roe Studio
SSC	Syre Student Center

Designated Public Use Areas are located throughout the campus. Student groups may also reserve a display table in the Syre Student Center at the Student Information desk.

