

Stake Sign Guidelines

- Stake signs must include the name of the sponsoring organization or department.
- Stake signs should represent the best of SMU and your organization – no inappropriate language or images will be allowed.
- Coroplast signs (extruded twin-wall polypropylene sheets) with metal stakes are allowed.
- Paper signage, no larger than 11” x 17”, must be laminated and attached with roofer nails.
- A maximum of 20 stake signs are allowed.
- Signs must be located at least 20 feet from any building.
- Signs are to be placed in grass areas only. No signs are allowed in flowerbeds or pots.
- Stake signs are allowed to be out on the grounds a maximum of 7 days.
- The sponsoring organization/department is responsible for picking up stake signs following the event. Facilities staff will remove the signs but will only do so upon request via the STABLE platform, and an added service fee will apply.
- Signs may NOT be posted on the City of University Park owned streets as indicated in the map below: Airline, Daniel, Hillcrest, SMU Boulevard, Mockingbird, University, McFarlin, Dyer, and Dublin.
- Signs may NOT be displayed on Dallas Hall Lawn. Dallas Hall Lawn boundaries include from the SMU Flagpole north to University Boulevard and bordered by Boaz Lane and Robert S. Hyer Lane.
- Signs posted in non-designated areas will be removed.
- Exceptions may apply for SMU sanctioned decorations, as approved by the President's office.

