

Display Case Use Policy

In order to give more Student Organizations and University Departments the opportunity to use the display cases the following policy has been designed.

1. Display cases will be assigned only to registered Student Organizations and University Departments. Such sponsorship must be displayed as a part of the exhibit.
2. The time limit will be one week per month.
3. Only one case is permitted per ONE week period.
4. Displays should be in the case no later than Tuesday 12:00pm of the assigned week. If NOT, the display case can then be assigned to another organization.
5. A UWM ID card is required to obtain the keys to the display case. This must be done between the hours of 8:00am and 4:00pm, Monday-Friday. The key may not be kept overnight or over the weekend. If this occurs the five (5) dollar deposit will be forfeited.

If the key is lost or not returned the user group will be charged an additional fee for the cost of a lock change and the production of new keys, and may lose privileges of this service for one semester.

6. Displays must be removed by 10:00am the Monday following the one week period. The UWM Union is not responsible for any displays left after this deadline.
7. The UWM Union takes no responsibility for any contents in the display case.

Concerns and appeals to this policy may be presented to the Union Policy Board Activities Committee.