Expressive Event Policy/Procedure

In accordance with Olympic College Policy No. 200-3 First Amendment Activities, the college provides a limited public forum where College Groups and Non-College Groups may exercise their First Amendment right to share information.

Those wishing to use the limited public forum locations are strongly encouraged to notify Campus Security in advance so that the college can continue to promote the health and safety of the community and event participants. Groups are allowed to use the limited public forum without notifying the college in advance, however, Olympic College may not be able to provide needed information or support in those situations.

For events with an expected attendance of more than 25 people, the college asks that you submit your request at least 30 days in advance of the event date.

- Expressive Event Notification Form (link below)
- Expressive Event Notification Form:

Limited Public Forum

Limited Public Forum space is available at each campus and can be viewed on the Olympic College online map.

1. Select the campus you would like to see.
2. Select the Public Forum check box in the left navigation menu.
3. Space highlighted in yellow indicates the Limited Public Forum area.
   a. Expressive Events may take place in these locations only.
Application

Event organizers are strongly encouraged to submit an Expressive Event Notification form in advance of the event date.

For events larger than 25 attendees, we ask that you submit the request 30 days in advance so the college can continue to promote the health and safety of the community and event participants.

Expressive event organizers and participants must provide contact information and details for their event and agree to comply with the Olympic College First Amendment Policy and this Procedure.

Event Logistics and Support

As a public institution, Olympic College supports such activities while simultaneously balancing the needs and interests of the college to fulfill its mission as a state educational institution of Washington.

The college will provide basic support and direction to event organizers; however, the college will not provide resources such as:

- Barricades
- Electricity
- Garbage receptacles, site cleanup, and garbage removal
- Portable Toilets

Event organizers are responsible for all post event cleanup and removal.

Traffic Control

Expressive events shall not limit, interfere with, or otherwise disrupts the normal activities and business of the college. Event organizers planning marches should provide a route map that adheres to the limited public forum areas and does not impede the traffic of Olympic College students or the community.

Noise Control

All events must adhere with noise ordinances for the locations they are in and must not limit, interfere with, or otherwise disrupts the normal activities and business of the college. The use of PA systems and sound amplification is discouraged.

Transportation/Parking Plan

Event organizers may use visitor parking; however, they must adhere to all Olympic College visitor parking policies which includes displaying a Visitor Parking Permit in the windshield of their vehicles. Visit the Olympic College Parking & Citations webpage for visitor parking.
policies and more information.

Fees

There are no fees for expressive event activities. Costs for use of city services for security, traffic control, or first aid are the sole responsibility of the event organizer.

Olympic College is a proponent of first amendment rights and as such has the following policy.

In partnership with community provide space for free speech and expressive activities.

**Less than 25 attendees**

- An expressive activity event, including spontaneous event, expecting fewer than 25 attendees, which will comply with traffic and safety laws (e.g. will not block roads or sidewalks) should submit an expressive event notification form 15 days prior to the event. The event must still comply with all applicable Olympic College regulations.

**25 or more attendees**

- Expressive activity special events that expect 26 to 50 or more attendees should submit an expressive event notification form 30 days prior to the event. The event must still comply with all applicable Olympic College regulations.