

## Western Illinois University Policies

### All state universities in Illinois are SMOKE FREE:

- There is no smoking anywhere on our property, parking lots or in your car in one of our campus lots.
- This does include vaping as well.
- Event participants who continue to abuse this policy will be asked to leave.

### WIU-Quad Cities Guest Parking Information:

- Western Illinois University parking lots are utilized by faculty, staff, and students for their use during the week and require paid permits. Because of this, outside groups are usually asked to utilize offsite parking for their events. Recently the City of Moline instituted a 2-hour parking limit in their lots along Ben Butterworth Parkway. As this is an unforeseen inconvenience for outside groups that have previously requested space WIU is outside groups to park in our lots for events thru Aug 10, 2018 until a more permanent arrangement are determined. **You can park at West University Drive Lot & 34<sup>th</sup> Street Lot only.** (Faculty / Staff Parking requires a parking permit.)

### Guest Responsibilities for Meeting Supplies and Services

Guests should prepare meeting supplies and materials prior to arriving to campus. Due to operational regulations, the university is not permitted to provide photocopying, printing, flipcharts, extension cords, and other office supplies, and does not have a system to bill for supplies and services.