

LSU School of Dentistry Library Poster Printing Service:

Policy:

- Maximum height of posters is 42 inches.
- Posters must be submitted at least two library business days before requested pick-up time.
- Posters may only be picked up during library operating hours. For example, posters submitted on Fridays at 4:00 PM will not be available until Monday at 4:00 PM. Posters submitted Thursday at 8:00 AM will not be available until Monday at 8 AM.

Library hours:

Saturday-Closed

Sunday – Closed

Monday –Thursday, 8:00 a.m. – 8:00 p.m.

Friday, 8:00 a.m. – 5:00 p.m.

- Students and faculty are limited to one copy of each poster free-of-charge. Additional copies for any reason, such as revisions or damage after pick-up, will not be printed on the poster printer located in the library.

Submission:

1. Email your poster to [Zerita Dupre](#)
2. We will print an 8 ½” x 11” proof for you to check.
3. Come to the library to double-check your 8 ½” x 11” proof.
4. Complete and sign the “Policy Regarding Poster Printing” form.
5. We will email you when your poster is ready for pick-up.