



Office of Greek Life
Bethune-Cookman University
640 Dr. Mary McLeod Bethune Blvd.
Daytona Beach, FL 32114

GREEK LETTER PROCEDURES FOR PAINTING CAMPUS TREES & PLOTS

Any organization wishing to paint or otherwise upgrade a tree or plot on the campus of Bethune-Cookman University must be approved by University administration.

Persons or groups who paint or otherwise deface property on the campus of Bethune-Cookman University are subject to disciplinary action. Vandalism is a serious offense (see B-CU student handbook).

Permission to paint trees/plots must be approved by the Coordinator of Greek Life, Office of Student Affairs, B-CU's Physical Plant Director, and the Director of Security.

STEPS FOR APPROVAL TO PAINT "GREEK" TREES/PLOTS AT B-CU

1. Coordinator of Greek Life followed by the Vice President for Student Affairs must give first level tentative approval after consultation with officers and advisors of the group. There shall be no additions to the plot/tree area unless prior approval is received from the Coordinator of Greek Life;
2. Physical Plant director or designee must approve the paint for use in the project. Water based paint must be used in order to prevent damage to trees and other plant life on campus; A written document of approval must be obtained from the director. This document must be kept at the work site when work is proceeding, in order to allow security officers and University officials to know that the project has official approval.
3. The Director of Security must arrange with the requesting group a date, time, and place for the work detail.

**APPLICATION FOR APPROVAL TO PAINT/UPGRADE A
TREE/PLOT OF GREEK LETTER ORGANIZATION**

We, the members of _____, wish to paint/upgrade our campus plot/tree, located at _____, on the date of _____. We have read the associated policy on painting trees/plots and agree to abide by these procedures. We further understand that any violation could result in removal of the area and/or disciplinary actions against the organization.

Chapter President

Advisor

The group has been approved to proceed with the project. Paints and other materials are cleared as safe for the plants and their immediate environment.

Coordinator of Greek Life

Vice President for Student Affairs

Director – Physical Plant

Director – Campus Security