

Halloween Office Door Decorating Contest

Sponsored By: The Office of the Interim VP of Student Affairs

All faculty and staff are invited and encouraged to participate. Individual offices or entire departments may participate

THEME:

- Doors should reflect a Halloween season theme.
- Creativity is encouraged!! Themes can be spooky, funny, seasonal, or campus pride inspired.
- Doors should be kept appropriate for a university setting: no graphic gore, offensive imagery, or themes that may make students, families, guests feel unsafe or uncomfortable.



RULES FOR DOOR DECORATING

- Decorations must be confined to the **office door and immediate surrounding frame** (do not block hallways or exits).
- The office name must clearly be displayed on the door.
- Use only **removable materials** (painters' tape, command strips, etc.). No nails, staples, or permanent adhesive. Decorations should not damage surfaces.
- Doors must remain functional (open/close safely). Door handles must remain visible and operational.
- Electrical decorations (lights, etc.) are permitted only if UL-approved and plugged into surge protectors. No open flames.

JUDGING CRITERIA:

- **Creativity & Originality** – Unique concept and imaginative design.
- **School Spirit** – Incorporation of college colors, mascot, or campus themes.
- **Spook Factor** – Halloween spirit, from fun to frightful.
- **Overall Presentation** – Visual impact and effort.

TIMELINE:

- To participate, please email stratton@kutztown.edu with name of the office, the building and room number as well as the name of the point of contact by October 13, 2025.
- Door must be decorated by Monday, October 20, 2025
- A photo of the completed door, should be sent to Stratton@kutztown.edu by EOD October 20, 2025. Photos will be posted on social media and may be used in the event that not all judges can make it to all the doors.
- Judges will be around to judge the doors the week of October 19th. Winners will be announced, Friday, October 24, 2025

