

03.22.2016

OTIS LIBRARY

BULLETIN BOARD POSTINGS

Otis Library has bulletin board and materials space available to fulfill its role as a source of information for the community. A limited amount of space is available under certain conditions:

Items displayed are restricted to local cultural or educational events or announcements from local non-profit organizations.

Advertised events should occur within ninety (90) days of posting.

The Library Director or designee must approve all flyers, posters or other materials. Final determination of display material will be determined by the Library in keeping with the Library's role as a source of information for the community.

All flyers, bulletins, posters, etc. will be hung and removed by the staff.

Certain restrictions may apply to type of materials displayed. Materials that do not conform to the Library's mission statement or fulfill the role of the Library's role as a source of community information include, but are not limited to:

- surveys
- **petitions**
- for-profit activities
- Items for sale or sales of services
- partisan political materials

The Library is not responsible for materials permitted to be displayed under this policy. The Library further reserves the right to remove any materials it feels does not conform to its policy.

All inquiries about postings shall be directed to the Director of Library Services or designated staff.

**THE POSTING OR DISTRIBUTION OF ITEMS DOES NOT IMPLY LIBRARY
ENDORSEMENT OF ANY ORGANIZATION, CAUSE OR ACTIVITY.**