

# Patterson Library Policy for Non-Library Displays

## Bulletin Boards

Within designated spaces, the Patterson Library will accommodate requests for the display of notices and materials having informative value for the community. Information about civic, recreational, cultural and educational activities of likely interest to the local community may be submitted for display. The acceptance of said materials will be at the discretion of the staff, guided by the principle that the purpose of such display areas is to inform, not to proselytize. Any materials posted without prior Library staff approval are subject to removal. A decision not to accept a notice may be appealed to the Library Board of Trustees.

## Freestanding Displays

Such displays require prior arrangement with the Library Director who will decide the placement of the display or the use of any of the Library display cases. Sale items will not be permitted in such displays, nor will the Library accept solicitation tickets, containers, etc. as fundraisers for any organization or individuals. Set up and removal of acceptable displays are the responsibility of the requestor.

## Literature Distribution

Due to space limitations not all pamphlets, printed flyers, or business cards for distribution will be accepted. Arrangement of such materials will be at the discretion of Library staff. Materials for distribution become Library property and the Library reserves the right to dispose of them after a reasonable amount of time determined by Library staff.