

BAY COUNTY LIBRARY SYSTEM

BULLETIN BOARDS AND PAMPHLET RACKS POLICY

Each building has a variety of pamphlet racks and/or bulletin boards designated for public use. The library encourages organizations to drop off pamphlets, brochures, or posters announcing or describing civic, educational, or cultural events that are of interest to the community. The library receives more items than can be posted; it is not guaranteed that if an item is sent for posting that there will be enough room to post it. Method, placement and duration of materials will be at the discretion of the Bay County Library System.

The following guidelines will apply:

1. All information posted shall be approved by the Managing Librarian.
2. Posters will be no larger than 16"X 24" and flyers will be no larger than 8/12" X 14"
3. Materials will not be returned.
4. Materials which are not date sensitive may be displayed as long as space is available.
5. Temporary and limited space is provided for informational, educational, cultural, intellectual, civic, charitable, or recreational purposes; and not for advertising, commercial or political purposes.

07/22/09 board approved

