

## **Dunham Public Library Bulletin Board Policy**

The library posts informational flyers and posters as space permits. Items posted are limited to those which promote significant civic, cultural, and educational activities and information of interest to the community. Items promoting private, political, religious or commercial activities are not eligible for posting. In all cases, shoddy and/or sloppy flyers, posters, etc. are rejected. The library is obligated to maintain an aesthetically pleasing appearance.

All items to be posted must be approved beforehand by the library. Confirmation of availability of space and approval for posting will be made by the library as soon as practicable.

**EXAMPLES OF ACCEPTABLE ITEMS:** Items containing vocational, occupational, or college guidance information (civil service job announcements are kept in the Job Information Area of the library; cultural calendars from public arts councils; government agency informational flyers; notices of public hearings; notices of free tax assistance for senior citizens; publicity announcing cultural and educational activities of the local art centers (Kirkland, MWP), historical society, local YMCA & YWCA, symphony, and so forth.

**EXAMPLES OF INELIGIBLE ITEMS:** Garage/lawn sales promotions, personal notices of any sort, court proceedings, bankruptcy notices, business promotional and commercially related items, church fund raisers, local petitions of any kind, sloppy or unattractive posters, fund-raising events sponsored by private groups and clubs, and announcements of political or religious groups or groups promoting religious, philosophical or political activity.

Poster displays by charitable enterprises may be permitted, if the announced activity is not deemed by the library to be of political or religious purpose.

Notices of upcoming events are usually not posted more than a week in advance due to our lack of space and need for constant rotation of items posted.