

**EAST FISHKILL PUBLIC LIBRARY DISTRICT
POSTER & INFORMATIONAL PRINT MATERIAL POLICY**

POLICY STATEMENT

It is the policy of the Library to display informational materials that advance the Library's mission to enhance the cultural and social vitality of the community.

CRITERIA

- Allowable Material
 - All materials must be approved by the Director, or the Director's designee, prior to display.
 - Nonprofit and Not-for-Profit organizations are eligible to submit materials for display.

- Space
 - On the bulletin boards, preference is given to 8 ½ " by 11" flyers; larger will be accommodated if possible.
 - Multiple copies of free brochures, newspapers, magazines, rack cards, or any other printed material will be displayed as space allows and within designated areas.

- Removal
 - Material that has expired, has become ragged or torn, or has been displayed for a lengthy period of time will be discarded by library staff.

- Nonallowable Material
 - Endorsements of any party, candidate, or belief are ineligible.
 - Materials relating to for-profit entities are ineligible.
 - Material that is deemed offensive or repugnant by societal standards may be refused.

DISPUTED MATERIAL

Individuals who wish to dispute the eligibility of their material may petition the Library Board for reconsideration.

PROCEDURES

Procedures are provided in a separate document and may be changed from time to time without Board approval provided that such change doesn't alter the stated policy in this document.