

## **Public Bulletin Board and Handout Policy**

The James River Valley Library System provides space on its public bulletin board for announcements and notices of local community events, and allows handouts of free materials that may be of interest to library patrons. These services are in keeping with the library's mission and goals of providing access to a wide range of information sources.

### **Guidelines**

- Library staff must approve notices, posters, and free handouts. Staff may discard items not approved for placement; excess copies of any items received, and dated material.
- Notices, posters, handouts, etc. must identify the organization or individual supplying such information.
- Religious and political materials are permissible for informational purposes or special events; materials that have the primary effect to proselytize or campaign for a single point of view will not be displayed.
- In general, no items devoted solely to the sale, advertising, solicitation or promotion of commercial products or services for a single profit making business will be accepted.
- No organization or individual may place in the Library any receptacle that solicits donations.
- Posting of notices or placement of handouts in display area does not imply endorsement by library staff or Board of Trustees.