

## Policy for Use of Community Bulletin Boards and Posting Areas

The Pittsylvania County Public Library System will accept unsolicited posters and dated announcements for display on public service bulletin boards from **nonprofit** organizations engaged in educational, cultural, intellectual or charitable activities, including information produced or co-sponsored by city, county, state and federal government agencies. Events open only to members of a single group or organization will not be posted. Use of the bulletin boards or posting areas for commercial [i.e., for profit] enterprises is prohibited. The following guidelines will apply:

1. Library sponsored and library related events, or events promoting library service will be given precedence.
2. Events taking place in or information concerning Pittsylvania County and Danville will be given precedence.
3. Materials will be posted on a first come, first displayed basis with the following guidelines:
  - a. Materials which fall under #1 and #2 will always be given first consideration.
  - b. Materials advertising events more than thirty (30) days in advance will not be accepted. Exceptions will be made for postings regarding a series of events, some of which fall thirty days after the initial posting.
  - c. Location of materials at the Main Library will be determined by the Director and at the Branches by the Branch Manager.
  - d. Because of space limitations, large-sized materials cannot be accepted for posting.
  - e. Items must be stamped "Approved" and dated by library staff.
4. Posters making religious statements or advertising events of a religious nature will not be displayed due to our status as a public agency.
5. Information on elections and election issues must be nonpartisan in nature.
6. If there is any question as to suitability of the material, it will be forwarded to the Director or the Director's appointed representative for determination of such suitability.
7. Items may not be posted longer than thirty days. Exceptions will be made for announcements of a series of events at the discretion of the library Director.

*Approved December, 2009; re-approved April, 2013*