

Solicitation and Display Policy

A. Displays and Exhibits

The library is a public forum for ideas and information. Displays and/or exhibits which support this role will be allowed under the following conditions:

1. Library Director or Board of Trustees may deny a request if the library's space is insufficient or the display is likely to physically hinder the regular operations of the library.
2. The Library will not incur any financial responsibility for materials displayed, nor will it carry insurance to cover theft, loss, or damage.
3. No display or exhibit may violate any local, state, or federal laws.
4. All individuals approved to display or exhibit will agree to and sign Local Artist Display Program Agreement.
5. No organization or individual will be permitted to place in the library any receptacle which solicits donations unless approved by the Library Director and/or the Library Board of Trustees as a project which supports the library's mission, goals, and/or programs
6. Granting of permission for displays and/or exhibits in the library does not constitute an endorsement by the Library Staff or Board of Trustees of the display or exhibit or its content.

B. Bulletin Boards

The library bulletin boards are meant to be a forum for the dissemination of information to the public. All requests to post material will be honored under the following conditions:

1. All requests must be made in person to a staff member. Any material posted directly to a bulletin board will be removed.
2. The library may remove a posting seven (7) days after posting or after the date of an event displayed on the posting.
3. The Library Director has the right to limit submissions to a single, 8.5" x 11" sheet of paper per person or organization at any given time.
4. Any materials advocating the election of a specific candidate, the furthering of a specific political issue or agenda, or the furthering of a specific religious group, program or world-view will not be displayed on the bulletins boards. This does not apply to announcements of events by such persons or groups.
5. Materials from an individual or a for-profit group, company or organization will not be accepted for posting or distribution. Exceptions include: cultural, charitable, and educational events that are open to the public, book or author related events, and community newspapers/newsletters.
6. All submissions must comply with all local, state, and federal laws.
7. Library and Town of Canaan postings take priority at all times.

Adapted from the Stratham, NH Library.

Approved by the Canaan Town Library Trustees 11/16/15