

Hanson Public Library

Information Display Policy

The Hanson Public Library provides a bulletin board, a literature rack, and other spaces in the Library to display information of community interest that is cultural, educational, civic, or charitable in nature.

Permitted materials include, but are not limited to, those from nonprofit organizations, educational institutions and groups, and federal, state, or local government agencies.

Materials that will not be posted include, but are not limited to, commercial notices, solicitations, business cards, retail advertising, personal notices of merchandise or services for sale, lost pet notices, and materials that support or oppose any political, religious, or public policy viewpoint.

Permission to display materials in the Library does not imply that the Hanson Public Library, the Board of Library Trustees, or the Town of Hanson endorses any group or organization, or the ideas, issues, or events promoted by the materials. The Library does not accept any responsibility for the accuracy of the information displayed.

Use of the display cases in the lobby will be governed by the Library's Display Case Policy.

Regulations

- All materials to be considered for display must be submitted to Library staff for approval.
- Only Library staff, or Library volunteers with specific direction from Library staff, may post or remove display materials.
- The Library assumes no responsibility for the preservation or protection of display materials. Once materials are removed, they are discarded.
- Materials not accepted for display will not be returned.
- Materials displayed without authorization will be removed and discarded.
- Materials should generally be no larger than 8.5 inches x 11 inches. Larger materials may be rejected because of space limitations.
- Materials must be typed and legible. Handwritten materials are not permitted.
- Priority shall be given to materials from the Library and Library-affiliated groups. Library staff reserve the right to prioritize all other materials based on community interest and timeliness.
- Materials may be removed at the discretion of Library staff to ensure information displayed remains timely or when space is required for more current items.
- Due to space limitations, some approved materials may have their posting delayed or may not be displayed.

Adopted by the Board of Library Trustees
November 19, 2019