



Webster Public Library | 980 Ridge Road | Webster, NY 14580 | P 585.872.7075 | websterlibrary.org

Bulletin Board and Literature Distribution Policy

Only **notices from non-profit, nonpartisan organizations** will be posted. Announcements from **local organizations will have priority**. Notices of fundraising events or volunteer opportunities for non-profit groups (e.g., book sales, rummage sales at churches) **may** be posted.

Notices will be posted for the **current month**. Any notices received for more than one month prior to the event will be posted during the month of the event or as space allows.

Notices for events held on specific dates will be removed and discarded following the dates. The library is not responsible for returning posters.

All items must be approved by designated staff prior to posting.

The following items **will not be posted**:

- political campaign literature
- notices for individuals (e.g., garage sales) – with the exception of missing persons or pets
- personal ads for services (e.g., tutoring, childcare)

Pamphlets and Literature (nonlibrary materials)

The library makes available various pamphlets, fliers, and forms in quantity. The library in no way endorses the groups or ideas represented in this literature.

Materials should be educational in nature and/or provide a public service.

Adopted by the Webster Public Library Board of Trustees on 12-12-2001

Revised and updated on 11-11-2009; 06-05-2013