

# Community Information Policy

The Amesbury Public Library provides space in its Community Information Center for announcements and pamphlets of general informational, educational and cultural interest to its patrons. All postings must be approved and dated by the Director before being placed in this area. Government, schools and non-profit organizations are given priority when space is limited, and for-profit organizations are limited to posting dated events that are free to the public. The number of postings may at times exceed the available space, in which case the staff will remove the oldest items first, as necessary. Commercial advertising is not accepted.

Postings may be retained until the day after the program/event, at which time they will be recycled.

The Library reserves the right to maintain separate displays and bulletin boards for in-library events and information only, as well as a designated area for official City postings and notices.

Posting of a notice or placement of materials in a display area does not imply endorsement by either the Library's staff or its Board of Trustees, nor is the Library responsible for the loss of or damage to any items on display. The Library also reserves the right not to display notices that are inappropriate to its mission.