

STURGIS LIBRARY
Policy on Posting and Distribution
of Non-Library Materials

The Sturgis Library provides a public bulletin board and limited display area for flyers, posters, brochures and other printed materials concerning local events, courses, programs, and local organizations on a first-come, first-served basis.

All material for distribution or posting in the Library or on Library property must be approved by Library staff. Materials should be left at the circulation desk with accompanying contact information. Any materials posted without Library approval will be removed.

Priority will be given as follows:

- Notices of library programs and services.
- Town government notices and agendas.
- Dated notices of local events and programs offered by nonprofit organizations.
- Information on and notices of courses or workshops held at/by local schools, colleges, and educational organizations.
- Other notices, organizational newsletters, or announcements.

The following will not be accepted:

- Materials from for-profit organizations or businesses.
- Materials from individuals offering free or fee-based services (ie. home repair services, tutors or tutoring services, babysitting, free pets, etc.)
- Materials that support or oppose any political candidate or ballot measure. However, election information, such as that provided by the Secretary of State or the League of Women Voters will be made available.
- Materials that promote, support, or oppose a specific religious conviction.
- Materials asking for library visitors to sign a petition or letter or take a survey.
- Opinion pieces or articles by individuals or groups.

The Library reserves the right to refuse to post any materials at any time. By posting materials, the Library does not endorse, promote, or support the viewpoints of the individuals or organizations.

Materials remaining after posting or distribution will be discarded, as will materials left at the Library without authorization.