



Mount Horeb Public Library

Library Bulletin Board Posting Guidelines

Library staff posts all items

- Please give your items to library staff
- Library, local non-profit, and local educational items are priority. Local commercial items are allowed. “Local” defined as within Mount Horeb Public Library service area. Staff may post non-local items when space is plentiful.
- Religious and political materials are permissible for informational purposes or special events; materials which have the primary effect to proselytize for a single point of view will not be displayed.
- Limit the number of items you request to be posted.
- Postings will not be posted for longer than three weeks.

Posting items yourself risks having it removed by staff.

Small items will be given preference

- Half-sheet posters (or smaller) are preferred. 8 ½ x 11 will be posted.
- Larger sizes must be reviewed by Help Desk Librarian.

Staff weeds regularly

- Library staff reserves the right to remove postings.
- Application of these guidelines will be based on the judgment of the Library Director. Decisions made by the Library Director may be appealed to the Library Board.

Questions? Please see the Help Desk Librarian

* Approved by Library Board 6.26.14

* Amended by Library Board 7.23.15