

LIBRARY DISPLAY POLICY

I. PURPOSE

The Apache Junction Public Library has limited display and bulletin board facilities and limits its display areas to use by the library, other City Departments, governmental agencies, and public educational institutions under the following guidelines:

II. POLICIES

- 1) All library displays will have priority over non-library displays.
- 2) Requests for use of library display space by one of the authorized agencies must be approved by the Library Director, or authorized person acting in that capacity in the absence of the Director, prior to displaying any materials.
- 3) Agencies using the Library for display are financially responsible for damages to Library property caused by the display.
- 4) Organizations using the display areas must agree to hold the City of Apache Junction free of responsibility and without harm for any personal injury or damage or loss of equipment or materials involved in the display as a result of the use of the library facilities.
- 5) The length of the display must be agreed upon between representatives of the agency doing any display and the Library's representative prior to placing any type of material in the library.
- 6) The Library is not providing a public forum through the use of its display areas, so it will not be available to members of the general public for any type of display request they might make.
- 7) In the course of planning Library displays, the library staff may call upon a group, organization, or individual to assist with a display by providing materials and/or help with arranging the display.

III. PROCEDURES

These policies will be adhered to by the Library Director to insure fair and efficient use of the Library display areas.