



**MILLBURN FREE  
PUBLIC LIBRARY**

**Publicity Display Policy**

**June 2015**

The Millburn Free Public Library maintains a brochure display wall and a bulletin board for the posting and dissemination of non-library program information and materials that may be of interest to the general public, according to the following policy:

1. Types of organizations that may display brochures and fliers:
  - a. Government agencies
  - b. Other libraries
  - c. Not-for-profit organizations and institutions
  - d. Community service, cultural and educational organizations
2. All postings must be approved by the Library Director or his/her designee
3. The following types of material will not be accepted for display:
  - a. Materials that are a forum for public comment, advocacy or advancement of a particular point of view
  - b. Materials that are dedicated to the sale, advertising, solicitation or promotion of commercial products or services
  - c. Petitions
  - d. Help wanted ads and job announcements
4. Only library staff may display approved materials. Unapproved materials will be removed.
5. The Library reserves the right to prioritize posted materials.
6. Undated materials will be removed after 30 days or as space is needed.
7. The display of materials in the Library in no way acts as an endorsement of the material or its sponsoring organization.
8. The Library is not responsible for the accuracy of posted material.

*Affirmed by the Board of Trustees  
June 22, 2015*