

Exhibit and Display Policy

Available space within the Blackfoot Public Library may be used to display materials that support the Library's mission, programs, and services to the Community. Exhibits and displays must be of an educational, cultural, or civic nature, and may represent a variety of viewpoints and a broad spectrum of community-wide interests, but may not be discriminatory, inflammatory, or for entrepreneurial or commercial purposes.

The Library Director, or his/her designee, shall have authority to consider and accept or reject proposed displays, and determine their location. All exhibits/displays will be scheduled for a specific time period, using a written agreement form, with the understanding that Library use of the proposed space takes precedence over other uses, and a previously approved exhibit or display could be preempted. In such cases, the Library will try to reschedule the exhibit.

For each Exhibit/Display:

- A notice identifying the Exhibitor and disclaiming the Library's advocacy or endorsement is to be posted with each exhibit.
- Exhibitors accept all responsibility for installing, labeling, removing, and transporting display materials, and give Library Staff the right to dismantle the display at the end of the agreed time period (if the Exhibitor has not done so), and discard any unclaimed materials after 30 days.
- Exhibitors assume all risk of loss or damage to materials, and provide any insurance deemed necessary.

Sample disclaimer notice: (A standard card could be prepared)

"The material exhibited here is the presentation of [*individual or organization responsible*] and does not reflect or imply the advocacy or endorsement of the Blackfoot Public Library."

Revised: 8-1-16

Policy Committee: 8-6-18

Board Approved: 9-10-18