

## Policy for the acceptance of notices, leaflets and posters

The priority of the Guille-Allès Library is to display information in the following categories:

- Guille-Allès Library information notices
- Notices of local cultural and educational events
- Notices that are of community or local interest

The choice of material displayed is generally at the discretion of the librarian in charge of notice boards and leaflets and is based on:

- The standard of presentation of the leaflet, poster or notice
- Space available at the library
- Relevance of the leaflet, poster or notice to the local community

The Chief Librarian or designated deputy has the final decision in areas of doubt.

There is limited space on the library notice boards:

- No guarantee will be made to display the material supplied or to confirm the length of display time
- Priority is given to local information, particularly those leaflets, posters and notices that relate to learning, culture and health
- Leaflets, posters and notices that are poorly produced, handwritten, contain unclear, ambiguous or out-of-date information will not be displayed

**The Guille-Allès Library will not accept:**

- Material promoting a particular political or religious viewpoint.
- Material or displays that encourage petitions or sign up for a point of view
- Material advertising commercial goods and services (eg local tradesmen etc)
  - *Exception: income generation events for the Guille-Allès Library, community events eg fetes etc*
- Material from any organisation which asks directly for money to support that organisation eg raffle tickets, collection boxes, sponsorship forms
  - *Exception: the Guille-Allès Library does support the annual Royal British Legion Poppy Appeal in November and may respond to emergency appeals when prompted by the States of Guernsey*

Material aimed at recruiting paid employees