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COMMUNITY BROCHURES AND OTHER LITERATURE POLICY

The Grayslake Public Library (GAPL) literature racks, table, and community bulletin board are designed as a source for community information, with priority given to notices for community events, and groups or government agencies providing services to residents. GAPL allows local non-profit and not-for-profit organizations and groups to display flyers and brochures as space allows, upon receiving approval from the Community Engagement Department Head or their designee. Permission shall be given based upon the limitations of display space, the timeliness of the material, and the relevance of the material to the civic, educational, informational, or cultural life of the community.

Advertising for commercial endeavors is prohibited.

RESTRICTIONS

- GAPL reserves the right to review, amend or reject any literature along with the scheduling, duration, and location assignment.
- GAPL communications and displays take precedence over all others.
- For-profit or commercial materials are prohibited.
- Personal notices or advertisements, petitions, solicitations, and surveys are prohibited.
- Literature and materials that recruit, support, or oppose a particular religion, cause or political organization, or partisan politics are prohibited.
- Persons responsible for the literature must comply with all Library District policies and procedures.
- Flyers and posters larger than 11x17 will not be displayed.
- Materials and literature will not be returned.
- Permission to display literature does not imply endorsement by GAPL.
- Failure to abide by these rules may result in the cancellation of or refusal of future use of literature racks, bulletin boards, and other designated areas.

INDEMNIFICATION

Anyone using the literature racks, bulletin boards and other designated areas shall indemnify and hold harmless the Grayslake Area Public Library District for any and all damages, costs or injuries which may arise out of its use of the premises.

Adopted December 12, 2000; Reviewed August 10, 2004, Reviewed February 10, 2009, Revised October 14, 2014; Reviewed June 13, 2017, Reviewed August 11, 2020; **Revised March 8, 2022.**