



Upper Dublin Public Library Display Case Policy

The mission of the Upper Dublin Public Library is to satisfy the informational, intellectual and cultural needs of all Township residents by providing materials, programs and services that enrich people's lives. Towards that goal, the Library maintains Library Display Case(s) for the display of non-commercial exhibits that the Library staff determines to be of interest to visitors. The Library staff will only consider exhibits related to community organizations and individuals engaged in educational, cultural, intellectual or charitable activities. The Library will receive requests for the display of exhibits, which the Library staff determines to be within the common interest of the public and consistent with the mission of the Upper Dublin Public Library. The cases are not available for religious, political, or legislative advocacy.

Requests to display exhibits shall be directed to the Public Services Librarian, who will initially determine if a proposed display is in compliance with this policy. If necessary, the Library Director will make a final determination of compliance.

Even if a proposed exhibit is found to be in compliance with Library policy, the Library staff may decline to display it, as Library displays will take precedence over any other use of the display case(s).

The presence of a particular display does not necessarily indicate that the Library either advocates or endorses the viewpoints of the exhibits or exhibitors.

Additional Conditions of Display

1. Displays must conform to the space restrictions of the assigned area and be securely affixed.
2. Individuals and organizations providing materials for displays may be acknowledged with a sign, not larger than 11" x 17", indicating who is providing the display. Contact information may be included here.
3. Displays may be in place for up to four weeks. The Library reserves the right to limit the frequency, length, and placement of exhibits.
4. The display cases are not available for commercial use. The Library will not sell items from the display case nor will selling prices be displayed (except in cases where Upper Dublin Public Library merchandise is being sold).
5. The Library assumes no responsibility for damage to or theft of the items showcased.
6. The owner of the displayed items is responsible for retrieving the items at the conclusion of the display period or earlier if notified.

Adopted by the Upper Dublin Public Library Board of Directors 1/21/2009,
rev. 7/21/2010