

Public Bulletin Board Posting Policy

The purpose of the Public Bulletin Boards is to provide the community with information about events taking place in Marquette and the surrounding area.

The following guidelines will be used for public bulletin board postings.

- All postings must be approved by Library staff prior to posting to the boards. Failure to receive approval will result in the poster being removed.
- Public postings may only use the designated posting boards.
- The maximum size for posters is 11” by 17”.
- Posters for individual events may be posted for a maximum of four weeks ahead of the event.
- Posters for multiple months may be posted for the duration of the dates on said poster if space allows. Posters covering multiple months will be removed to make room for individual event posters if space is needed.
- Informational posters advertising a not-for-profit organization, service, etc. will be allowed as space permits. These items should be dated and will only be posted for a maximum of two months.
- Fund raising events for not-for-profit organizations will be posted but may be removed if there is a lack of space.
- Posters should include all pertinent information including dates, times, locations, purpose of the events being promoted.

Not Allowed for Posting

- Lessons, classes, or services offered by a business or individuals.
- Postings related to auctions or events for the benefit of individuals, teams, businesses, etc.
- Posters which have tear off phone numbers or other information.
- Posters with political or religious positions or opinions.
- Posters with incomplete or confusing information may be denied.

Public posting areas are a service of the PWPL. The PWPL reserves the right to deny posting approval or to remove any posting if it is deemed unacceptable for public viewing due to wording, images, etc. The PWPL serves all segments of the population, and some postings may not be appropriate for all PWPL audiences. The Library Director will make all final determinations concerning the suitability of public postings.

Peter White Public Library Board of Trustees
Approved: February 15, 2022
Updated: