

Display Case Policy

Approved 10/24/2011

1. Displays may be informational, educational and/or cultural, but non-commercial and non-political.
2. Subject matter and display content are subject to the approval of the Library Director and/or the Saxton B. Little Free Library Board of Directors.
3. Displays will be exhibited for a one (1) month period, typically arranged to begin at the first day of the month and end on the last day of the month, except when those days fall on a Sunday or arrangements are made in advance with the Library.
4. When applicable, exhibitor's names will be available in the display area.
5. Library oriented displays will be scheduled at the discretion of the Library Director and will have priority over non-library displays.
6. Display case reservations will be available on a first request basis and reservations may be made up to one year in advance only.
7. The Library Director has the right to limit an organization and/or individual's use of the display case to once a calendar year.
8. Organizations and/or individuals are responsible for any necessary insurance. The Library holds no liability for items kept in the display case. The Library does commit to keeping the display case locked at all times a display is being presented.
9. The keys to the display case will always remain in the Library.