

Policy for the Acceptance of Notices, Leaflets, and Posters

The Guille-Allès Library has a community noticeboard which organisations and other community groups are welcome to use to advertise their services and events. The Library's priority is to display information in the following categories:

- 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 Head of Marketing & Customer Services 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

There is limited space on the Library noticeboard. As such:

- 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- Leaflets, posters and notices that are poorly produced, handwritten, or contain unclear, ambiguous or out-of-date information will not be displayed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)
 - *Exceptions: income generation events for the Guille-Allès Library, community events e.g. fetes etc*
- Material aimed at recruiting paid employees
- Material from any organisation which asks directly for money to support that organisation e.g. raffle tickets, collection boxes, sponsorship forms
 - *Exceptions: the Library does support the annual Royal British Legion Poppy Appeal in November and may respond to emergency appeals when asked to do so by the States of Guernsey*