



Display, Distribution and Exhibit Policy

The Lincoln County Public Library recognizes its role as a source for community information. However, because of space limitations the library must set limits and priorities for the distribution and display of materials within the library.

PRIORITIES

First - Library – Materials related to library events/programs/services including those offered by partnering organizations

Second – County/Municipal Government – Materials related to Lincoln County or the City of Lincolnton

Third - State/Federal Government –Materials related to North Carolina or US Government

Fourth –Non-profit Organizations- Materials related to programs/services provided by local organizations

Materials from sources other than groups and organizations listed above will not be displayed or distributed.¹

If you are interested in promoting a community organization or event that does not meet these guidelines, contact the library about the C.O.R.E. (Community Organizations, Resources, and Events) Project which is an online community database. For additional information please contact the library.

GENERAL GUIDELINES

- Posters will not be accepted at any location.
- Flyers 8.5 x 11 may be displayed depending on available space.
- Government agencies and publicly funded educational institutions may display materials that are required to be made available to the public by law.
- Unsolicited materials found on library property may be disposed of as the Library sees fit.
- If your material meets the above criteria, submit it along with a Display Request to the appropriate Branch Manager.
- Due to limited space, the library cannot serve as a drop-off location or donation collection site for schools, churches, clubs or organizations not affiliated with the library.
- Free news publications such as newspapers, magazines, or booklets that contain at least 40% news may be displayed or distributed if space is available. Please submit a Display Request in writing to library administration.

EXHIBIT SPACE

The Library does not provide exhibit space for public use. Unsolicited exhibits are not accepted. Exhibits are the responsibility of the Branch Manager in cooperation with Library Administration.

¹ Notwithstanding this policy, pursuant N.C. General Statute § 163-166.4, on voting day at those libraries used as polls, electioneering activity will be allowed in designated areas to be determined by the County Board of Elections. Electioneering activity includes soliciting votes, passing out literature and posting signs.