



Solicitation, Displays, and Exhibits Policy

Solicitation includes activities such as conducting surveys, requesting or collecting signatures, distributing literature by individuals or groups, or selling or fundraising by nonprofit groups. "Solicitation" as used in this policy does not refer to panhandling. Panhandling is prohibited, as is solicitation for the benefit of a for-profit group.

To engage in selling or fundraising, a nonprofit group must obtain permission from the Library Director at the time of scheduling use of library space. For-profit groups are prohibited from soliciting on library property.

Approved fundraising or selling of objects will only be permitted within the reserved library meeting room among people attending a group's meeting or program.

Library-sponsored or cosponsored programs or events, including author events, and the Friends of the Fox River Grove Public Library are exempt from this solicitation limitation.

Requesting or collecting signatures on petitions is not permitted on library property.

Bulletin boards are provided in the library for posting announcements of a civic, cultural, educational, or public informational nature describing an event or activity of public interest to a substantial number of persons in the community. Postings of a strictly personal nature or of a for-profit business are not permitted. Library operational needs can limit the size of the material and the length of time it is posted.

No outside organization or individual shall be permitted to display or exhibit any materials which advocate the election or defeat of a candidate for public office or which advocates an affirmative or negative vote, for or against any proposition, whether political or otherwise.

Brochures and other print pieces intended for placement on library-designated display areas are subject to the same conditions as set forth in above.

Exhibit areas are provided within the library. Such areas are subject to the above criteria and are assigned on a first-come, first-serve basis, depending on space requirements of the exhibit. Arrangements for displays should be made in advance with the display coordinator. The Library assumes no responsibility for the preservation, protection, or possible damage or theft of any item displayed or exhibited. All items placed in the Library are done so at the owner's risk. The **Request To House A Display Exhibit** must be signed by the individual and the display coordinator or the Library Director.



Request to House a Display or Exhibit

Organization/Individual _____

Address _____

Phone _____ Email _____

Nature of display or exhibit _____ Number of Items Displayed _____

Insured Valuation _____ Insurer _____

Length of Display Time _____ Preferred Dates _____

The following paragraph must be read and agreed to by means of a signature (in ink). If the items to be displayed or exhibited are owned by an organization or jointly by two individuals, two signatures are required.

We/I have read the section of the Fox River Grove Public Library District's policy concerning displays and exhibits and agree to abide by the terms of the policy. It is understood that all displays and exhibits are temporary; and that it is our/my responsibility to provide insurance coverage for the items displayed or exhibited and not the responsibility of the Fox River Grove Public Library District and that the Fox River Grove Public Library District is not to be held financially responsible for loss or damage to any portion of the display or exhibit while it is housed in the Library.

Signature _____

Signature _____

Display Coordinator _____

Library Director _____