## **Bulletin Board Policy**

It is the policy of the Mansfield Public Library to provide as much information to the community as possible. The Mansfield Public Library Bulletin Board is available for nonprofit, educational, cultural and intellectual notices. The Library will retain the right to accept or deny postings.

Any questions concerning what may be placed may be referred to the Library Director. The Mansfield Public Library does not endorse any of the listings.

## Procedure

- 1. All items for posting must be delivered to the Main Circulation Desk.
- 2. All items must have the date on which the material was submitted on the front of the material.
- 3. Items will be posted by Mansfield Public Library staff members.
- 4. A staff member will remove notices on an ongoing basis.