

## **White House Library's display policy**

In keeping with the White House Library's vision statement of providing information and material for independent learning and personal growth, the WH Library will house displays that meet these criteria as space allows.

### **Application process**

Groups/individuals that wish to have a display in the library must ~~be~~ first submit a display application for review by the library director. Approval of a display to be housed in the WH Library does not imply endorsement of the displayer's beliefs, policies, or programs by the White House Library staff or Board of Trustees. Individuals or organizations whose applications to display have been denied by the library director may submit a "Request for Reconsideration" for the library board to review. The Library will not censor or remove a display, exhibit, or item solely because members of the community may object to its content. Individuals who object to a particular display, exhibit or item must complete a "Request for Reconsideration" form. Requests for reconsideration will be answered in writing by the Library Board. Should an individual wish to pursue the complaint, s/he may address the Library's Board.

### **Display Rules**

Displays will not be housed for more than a month. The same individual or group may not mount a display more than one time in a one 12-months period. Library-sponsored and town displays are not subject to this limitation. It is the responsibility of the organization to set-up and removes the displays on the designated removal date. If the organization fails to remove their display within one week of the designated removal date, then the WH Library has the right to remove and depose of the display. The individual or organization may be held liable for repairs to the Library that is a direct result of damages caused by a display or by its installation or removal. The individual/organization is responsible for publicizing the display. The WH Library will not be held liable in case of theft, vandalism, fire, natural disasters, or any other loss of damage to the exhibited material. If exhibitors desire insurance, they must arrange for it at their own expense. The WH Library cannot provide storage for the property of organizations or individuals displaying in the Library.