

City of Bayswater Library Service

Community Information Acceptance and Display Guidelines

Responsibilities

- Before being displayed, all community information formats received will be assessed using the criteria set out below.
- Any materials found on display that has not been assessed will be removed.
- Information assessed as suitable for display will be checked at regular intervals to ensure that content is current. Formats that are out-of-date or not presentable will be removed.
- Individuals representing themselves or a group are not permitted to distribute advertising literature, circulars or post petitions for any purpose in or near environs of a City of Bayswater Library without first seeking permission from an authorised officer.

What can be displayed?

- Information produced by local, state or federal governments and their agencies.
- Information promoting events and activities that have received sponsorship or funding from local, state or federal governments or their agencies.
- Information disseminated by community based schools relating to curricular activities of a secular nature.
- Information produced by not-for-profit community groups/organisations, schools and religious organisations that is of a secular nature and promotes educational, recreational, cultural or health and welfare activities and services.
- Where the *Local Government Act 1995* directs that public libraries display Local Government Public Notices.

What cannot be displayed.

- Advertising material and information of a political or religious nature.
- Petitions.
- Advertising material that is of a personal nature.
- Advertising that promotes the sale of goods or services of a commercial nature.