

(914) 693-6614

www.dobbsferrylibrary.org

## **Bulletin Board Policy**

The Dobbs Ferry Public Library provides a bulletin board display panel for public service notices on the second floor, and job advertisements on the first floor. This is a community resource for announcing educational, cultural, intellectual, charitable or civic activities taking place in Westchester County. The bulletin board is also available to announce local employment opportunities.

Notices must be legibly printed and shall not exceed 8  $\frac{1}{2}$ " x 11" in size. Please give all notices (with your contact information) to Library staff at the Circulation Desk. Notices will be posted on a first come, first serve basis based upon space availability until the date of the event, or for 30 days, whichever is applicable. Once items are removed, they are recycled.

All notices require the approval of the Library Director; if not approved, you will be notified. All notices which do not follow the Library's Policies will not be approved. Any notice posted that has not been previously approved will be removed.

Other than those postings related to the Dobbs Ferry Public Library, the Library does not endorse any posting's content or the event, activity or employment that is being announced.

Adopted by the DFPL Board of Trustees on December 11, 2024