

Displays

Library Created Displays

The library creates displays to enhance services, programs and co-sponsored events. These displays, and the displays from the Friends of Appleton Public Library, have priority for display space.

Exhibits on controversial topics (for example: euthanasia, capital punishment, gun control, abortion, etc...) should represent as many opinions toward the topic as possible to create a balanced representation.

Community Displays

1. In the spirit of community partnerships, the library provides limited, designated spaces for displays of non-commercial purposes for individuals, non-profit organizations and civic groups. Space is provided on an impartial basis, regardless of beliefs or affiliations of individuals or groups requesting space.
2. Displays should be educational, informational, civic, historic, artistic or cultural in nature.
3. Religious and historical political exhibits and displays are permissible for informational purposes; displays, such as those which advocate for a single point of view, or a current political issue or election will not be permitted.
4. Displays that provide the history of local commercial endeavors are allowed (for example: artifacts or the history of products from a local business).
5. Displays must be appropriate for a wide-range of ages. The library does not restrict access by age to display spaces.
6. Displays are available on a first-come, first served basis and are booked through the Library Administration. Individuals or organizations may book one display per year.
7. Those who display must use the space assigned to them. Community displays that require re-arranging of library furniture, additional display cases, or utilize space other than the designated display cases require permission from Library Administration.
8. Articles may not be priced for sale. The displayer may leave contact information near the items in the form of a business card, or signage with the displayers name and contact information. This provision does not preclude sponsored exhibits, approved art exhibits, exhibits primarily informational in content, or exhibits containing advertising involving a variety of beneficiaries.
9. The Library Director is authorized to make exceptions for sale of the art display items where an agreed upon portion of the proceeds is donated to the library, the Friends of the Library, or for the sale of items displayed by program performers.
10. All Displays must have clear signage provided by the displayer explaining the content of the display. This signage must be approved by library staff to ensure it conforms to APL's policies and standards.

11. Children's Services facilitates set up and take down of displays within the Children's Section.
The Community Partnerships Section facilitates set up and take down of displays throughout the rest of the library.
12. In consideration for being allowed to display any items of value, the displayer will agree to hold harmless the City of Appleton for any damage or loss to the items. This agreement is contained in the library's [waiver form](#) signed by the displayer prior to the items being displayed.
13. The library reserves the right to remove/discontinue a display at any time.

Approved by Library Board January 17, 2012