

Distribution of Literature Policy

The Amherst County Public Library may distribute free copies of flyers, pamphlets, brochures, and schedules. Materials for distribution in multiple copies must fall within one of the following categories: government information, local schedules of cultural events, local directory information, library promotional materials, and library-sponsored program handouts.

Definitions:

- Government information: public information materials produced by or in co-sponsorship with local, state or federal government agencies. This category includes:
 1. Federal, state and local tax forms/information
 2. Election issues information (not individual candidate campaign literature)
- Local schedules of cultural events: schedules and announcements concerning local performing and visual arts events, and institutional/organizational program calendars.
- Local directory information: information otherwise not available in one source or which would require extensive library staff research to reproduce. This category includes:
 1. Speaker's bureaus
 2. Telephone directories
 3. Directories of specific topics or subjects
- Library promotional materials: items such as bibliographies, contest entry forms, and bookmarks that promote books, reading, writing, literacy, library services, etc.
- Library-sponsored program handouts: information *that* complements, or is used in conjunction with, a program or display or co-sponsored by the library or the Friends of the Library organizations.

Adopted by the Board of Trustees 9/19/06; revised 8/21/12