

Purpose: The Medicine Hat Library Board recognizes the important role the public library plays in ensuring the citizens of Medicine Hat have access to local information of a cultural, economic, or social nature.

1. The library will post:
  - 1.1 Information on library programs
  - 1.2 Information on not-for-profit organizations
  - 1.3 Information on events supporting not-for-profit organizations
  - 1.4 Information on cultural, religious, recreational, or educational events
2. All postings must be approved by the Library. The Library will authorize the posting of information for any group, organization, or event without regard to religion, sexual orientation, politics or ethnicity. . Unauthorized items will be removed.
3. To ensure the Library remains a non-partisan, unbiased institution, the following will not be posted:
  - 3.1 Information promoting commercial ventures
  - 3.2 Religious information promoting one denomination or faith over another
  - 3.3 Petitions
  - 3.4 Information promoting political parties or individuals
  - 3.5 Information aimed at putting people in touch with others, except in a support group capacity
4. Items posted will be dated by the Library staff and will be removed/taken down following the event or after one (1) month if the posting is of a general nature. Items will not be accepted for consideration more than 30 days prior to the date of the event.
5. Postings where the date of an event of the organization represented are unclear, will be posted at the discretion of the Library.
6. Information for programs held on Library premises by third parties that fit within the criteria listed in 3. above, may be posted at the discretion of the Library.
7. The posting of information presented in a format larger than eight point five (8.5) inches by eleven (11) inches will be dependent on the space available. Library staff have the right to refuse to post large items.
8. Information sent to the Library electronically will be posted at the discretion of the Library.