

Milton Public Library

Banner Display Policy

Policy Statement

The Milton Public Library will permit banners announcing Library and community events to be placed on Library property.

Locations

- Library lawn, at the corner of Reedsdale Road and Canton Avenue – This space is open to Library and community organizations.
- On the building, over Library main entrance – Reserved for Library organizations only.

General

1. Only one banner may be displayed per location at one time.
2. Maximum banner size is ten feet long by three feet tall.
3. The Library assumes no responsibility for the preservation, protection or possible damage or theft of any banners. All banners are so placed at the owner's risk.

Applications

1. Requests must be submitted to the Library Director and include the following information:
 - a. Supporting organization
 - b. Wording of the banner
 - c. Banner Size
 - d. Dates requested
 - e. Contact information for applicant
2. Requests must be made no less than 30 days in advance, and no more than 90 days before the banner is to be displayed.
3. Applicants must conform to all other sign regulations of the Town of Milton and must get any necessary approvals from the Select Board to place public signs.
4. Applicants must provide confirmation of approval from the Select Board.
5. The Library Director shall have the final decision on the approval of banners and reserves the right to reject requests, based on the criteria above, availability, or other circumstances.
6. Complaints about this Banner Policy or about the content of a particular banner should be addressed to the Library Director.

Approved by the Milton Public Library Board of Trustees, January 13, 2020.