

# PORTAGE DISTRICT LIBRARY

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## Solicitation Policy

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- ❖ Solicitation of any kind (including, but not limited to, solicitations for petition signatures, money, donations, or goods or services of any kind) and the distribution of any written materials or literature are prohibited inside the Portage District Library building.
- ❖ Groups or individuals may engage in solicitation or the distribution of materials or literature (as described above) only on library parking lots, walkways, or other library grounds outside the library building provided that they:
  1. Remain at least (fifteen (15) feet from any entrance to the library building;
  2. Do not block or impede the use of library walkways, or otherwise impede access to the library building, by the public or Library staff;
  3. Do not interfere with the use of the library building (such as by excessive noise or other disturbance);
  4. Do not engage in littering; and
  5. Do not violate any local, state, or federal laws, rules, regulations, or ordinances.
- ❖ The library provides the opportunity for educational, governmental, and local non-profit organizations to have an event posted on our community bulletin board or a brochure available for community information. Priority will be given to local educational or cultural events and performances, free community events, charitable events, and to educational opportunities. No commercial, political, religious services or for-profit postings allowed. All postings and brochures must be approved and posted by library administration and may be removed as necessary to accommodate other postings or brochures.
- ❖ This policy shall not be construed to prohibit library-related activities such as fundraising sponsored by the Friends of the Library or other library-related activities.
- ❖ Violators of this Solicitation Policy may be evicted from the library premises and may be subject to suspension of their privileges to return to the library premises. Violations of this Solicitation Policy will be addressed pursuant to the procedures set forth in the Disruptive Patron Policy - Sections B and C. Violators of local, state, or federal laws, rules, regulations, or ordinances will be subject to prosecution.