

**MNG-15: Petitioning, Solicitation, and Distribution of Non-Library Materials**

**Effective:** November 14, 2022 **Supersedes:** Last Revision, 2005

**Policy Statement:** The Camden County Library provides barrier-free access to information on all points of view. This policy provides a means for distribution of information that benefits the community. This policy also ensures that patrons can access and utilize Library buildings and resources free of interference and disruption.

**Regulations:**

1. Petitioning, soliciting, selling, panhandling, distributing literature or leaflets, canvassing, or similar types of appeals by members of the public are not allowed in library facilities or on library property.
2. If the above activities are performed on public property adjacent to or near a library branch, the activities must not block, hinder, interfere, or otherwise impede library users' or staff access to library entrances, parking lots, or book drops.
3. State and county departments and agencies and established non-profit partners of the Camden County Library may schedule times to distribute literature and provide information and services at a Library branch.
  - 3.1 All requests must be submitted to the Library Director or designee on a Library Tabling Application.
  - 3.2 Requests must be approved and scheduled in advance by the Branch Manager or designee.
  - 3.3 Due to space limitations, only one (1) department, agency, or partner will normally be scheduled at a branch at one time. Scheduling will be made on a first come, first served basis by the Branch Manager or designee.
  - 3.4 The Branch Manager or designee will determine the location where literature and information will be given, or services provided.
  - 3.5 Distribution of information or provision of services does not imply that the Library is sponsoring or endorsing the information or services.
  - 3.6 Unless approved to do so by the Library Director or designee, partners, departments and agencies may state that the Library is a distribution point but may not use the Library's branding on advertisements, websites, or social media posts.



LIBRARY SYSTEM

- 3.7 Departments, agencies, and partners may provide library patrons with general, unbiased, information. Information that promotes a particular viewpoint, one side of an issue, proposed legislation, or one political candidate or party may not be provided or distributed.
- 3.8 The Library will provide tables and chairs, which must remain in the location where they were set up by Library staff. The Library's furnishings must be left in the same condition as before the event.
- 3.9 Display materials or distribution personnel may not block aisles or access to Library services.
- 3.10 At least one person must remain at the distribution site during the event.
- 3.11 All display materials must be removed from the Library at the end of the event.