

## AURORA FREE LIBRARY MEETING USE POLICY

The Aurora Free Library space is available free of charge on a first-come, first-served basis to groups primarily serving the needs of the community, such as educational and literacy groups, civic betterment organizations, cultural and artistic groups and other groups that are not excluded below.

- Groups wishing to reserve the library must complete an Aurora Free Library Meeting Use Agreement form and submit it to the Library Director for approval. Dates are not to be posted without approval.
- Use does not constitute library endorsement of the beliefs or ideas expressed by organizations or individuals using the space.
- Meetings should not be publicized in a manner that suggests library sponsorship or affiliation.
- Library events have priority and the library reserves the right to cancel advance reservations in favor of library programming with 2 weeks notice.
- A group can use the space a maximum of 12 times a year, or at the discretion of the Library Director.

The library may not be used for:

- Fundraising purposes.
- Programs involving the sale, advertising or promotion of products or services.
- Organizations charging for attendance.
- Partisan political meetings or events (e.g. political rallies and demonstrations, promotion or endorsement of political candidates).
- Religious or philosophical/motivational groups that wish to hold services, ceremonies, prayers or events to recruit new members.
- Private social functions such as showers, birthday parties, etc.

The Library Director or her designee reserves the right to refuse the use of the library whenever such use does not conform to this policy.