

LVDL POLICY MANUAL
Section II: Service Policies

TITLE: Donation Box Policy

DATE ADOPTED: December 14, 2009

Donation Box Policy

Local non-profit organizations may place non-cash donation boxes in the library's lobby upon the review and approval of the library director. Requests for such use must be made at least two weeks in advance.

Only one donation box may be in the lobby at any one time. A donation box cannot be in the lobby more than two weeks at a time. Boxes may be removed without notice by the library. At least 6 months must lapse before an organization is eligible to place another box in the lobby.

The library director may prohibit a donation box which appears to overtly advertise and/or promote particular religious or political organizations.