

Photography and Filming Policy

The Library may utilize photos and videos from public programs and events at Library facilities and Library spaces on its website and in its publications. By participating in Library programs and events, you may be captured on film or video. Photos, images, and videos submitted to the Library by users for online galleries or contests may also be used by the Library for promotional purposes without compensation. To ensure the privacy of all individuals, including children, images will not be identified using full names or personal identifying information without written approval from the photographed subject, parent, or legal guardian.

The following guidelines apply to any person or persons wishing to photograph, film, or otherwise record within the Library, including both professionals and amateurs:

- The taking of photographs or videos or other recordings may not interfere with any patron's enjoyment and use of the Library and its facilities and services, may not create a safety or health risk for any person, and may not interfere with Library staff members' ability to perform their job duties.
- All persons photographing or recording on Library premises are solely responsible for gaining all necessary releases and permissions from persons whom the photographer intends to photograph or record. The Library undertakes no responsibility for obtaining these releases or for any photographs or recordings taken without proper authorization.
- The Library welcomes members of credentialed news media outlets, including photographers, producers, and reporters, who are working on stories or projects that directly involve the Library and/or its programs. Still, it requests that all members of the media notify the Library Director or Person in Charge, of their name, affiliation and the purpose of their visit, either in advance or immediately upon arriving at the Library.
- The Library's name, logo, and/or likeness may not be used to project or suggest an express or implied partnership, sponsorship, affiliation, or any other type of relationship between the Library and any individual photographer or any person, entity, or organization.
- Prior to any commercial photographing, filming or recording of the Library, both exterior and interior, consent must be obtained in advance from the Library Director. The Director is authorized to grant permission, setting the conditions under which photography may take place, or to deny consent.
- The taking of photographs or videos or other recordings also may not violate any other restriction set out in this policy or violate any other Library policy.