

## PHOTOGRAPH/MEDIA POLICY



Greenwood Public Library reserves the right to take photographs and videos at library events. These images may be used for library promotional purposes but will not be given to any other entity. The images may be posted on our website, in our newsletter, in local newspapers or via our social networking accounts. No individuals will be identified unless written permission have been given by the parents or guardians of children under the age of 18.

The following language will be used on posters, flyers, and programming rooms to alert the public to this policy:

"SMILE! You may be photographed or video recorded during your attendance at GPL programs. These images may be used locally for promotional purposes but no names will be used. If you do not wish your image to be published, please notify a member of the Library staff before or immediately after the program. If we would like to identify you, we will obtain permission before hand and obtain written permission from the parents/guardians of children under 18."

A handwritten signature in dark ink, consisting of several loops and a long horizontal stroke extending to the right.

Approved by the GPL Board of Trustees

A handwritten date in dark ink, written as '11/8/2022'.

Date