POURSE & INTENT
To establish guidelines for non-library exhibits, displays and distribution of materials in the public areas of the Tampa Library. The Dean (or designee) will identify the building locations which are to be used for the activities governed by the policy and assign oversight responsibility.

STATEMENT OF POLICY
The University of South Florida prohibits the posting, distributing, stacking or placement in racks of any commercial material or advertisements.

The Library Management team will identify spaces that may be used for events, displays, and distribution of materials within the library building. The guidelines for approval are:

- A proposal in writing must be submitted to and approved by a member of the Management Team prior to the initiation.
- The Library is solely responsible for the selection, scheduling, general coordination, and physical placement of approved exhibits, displays, event, or distribution of materials.
- Exhibits or events must be sponsored by a member of the Tampa Library personnel
- Only recognized non-library student or faculty groups, USF College, department, related organizations, or community partners in sponsored activities of the university in good standing will be approved.
- Priority is given to activities that support or promote the USF Tampa Library.
- The Dean and/or designee reserves the right to accept, reject, postpone, reschedule or discontinue an exhibit, event, display or distribution of materials.

AUTHORITY
Refer to:

- USF Policy & Procedures #0-001 Issuance of Policies and Procedures
- USF Policy & Procedures #0-018 – Commercial Solicitation, Distribution of Literature and Other Speech Activities at USF
- Various guidelines on university and library webpages regarding standards of events and exhibits
- American Library Association “Library Bill of Rights”
- USF Student Affairs – Office of Student Rights & Responsibilities
- USF Library Policy & Procedure # F002 Room Reservations – currently being reviewed
- USF Library Policy & Procedure #F003 – Hours of Operation – currently being reviewed
- USF Library Policy & Procedure #007 – Student Organization Table Use - currently being reviewed
- USF Library Policy & Procedure #005 – Food & Drink in the Library – currently being reviewed