

## Bulletin Board and Vendor Procedure

- The intention of our bulletin board is for the benefit of our patrons.
- The types of fliers allowed are those that offer a benefit to our patrons such as a discount on tickets, like a senior rate; information on entitlement programs; information on support groups, etc.
- The Director has the final decision on fliers if there is a question.
- We do not post fliers for sale items; to recruit for employment; or for any political purpose, or to support candidates, ballot questions or warrant articles.
- Outside vendors are not allowed to come into the senior center to offer a service that is available at their facility or is offered by other similar vendors. (example - flu shots at the senior center)
- Outside vendors are not allowed to leave their brochures or post fliers about their organization without permission. Their information will be vetted through the Community Social Worker or the Director for distribution as appropriate.
- These requests will be vetted through the Director.
- Our goal is to remain neutral in all areas and not give the appearance that we are supporting one organization over another.