
**BOARD OF COUNTY COMMISSIONERS
HILLSBOROUGH COUNTY
TAMPA, FLORIDA 33601**

BOARD POLICY - SECTION NUMBER: 01.13.00.00

SUBJECT: DISPLAYS, POSTERS, EXHIBITS AND NOTICES AT COUNTY FACILITIES
EFFECTIVE DATE: October 15, 2003
SUPERSEDES: April 5, 2003

It is the policy of the Board of County Commissioners that the only authorized notices, displays, fliers, pamphlets, exhibits or other material for viewing or for dissemination in county facilities shall be those which are owned, produced, or sponsored by Hillsborough County Government, or those specifically required by Federal or State law.

Displays and exhibits can be set up only in designated areas where there is adequate space and where the displays and exhibits do not impede or block staff and visitor access to offices, elevators, stairs, hallways, etc.

Pamphlets, brochures and fliers can be disseminated only at information desks or specific places designated for this purpose. Posters and fliers can be placed only on bulletin boards, kiosks or other areas reserved for this purpose. No handwritten notices or posters are allowed. No unauthorized posters or fliers shall be taped or affixed to walls, placed in elevators or taped to doors.

All Hillsborough County Government organizations and agencies are responsible for complying with this policy. Requests for displays or exhibits in the County Center lobby or other large public areas shall be coordinated through the Communications Department.

EXCEPTION FOR PUBLIC LIBRARIES: The County's Library System may designate a bulletin board at the main library and at each county-operated branch library for posting community meetings, upcoming events, and other community or area-wide activities. These bulletin boards should be clearly labeled "Community Bulletin Board".

The Board of County Commissioners and the County Administrator reserve the right to disapprove placement of any display, exhibit, poster, pamphlet, flier and other material in any county facility.

Approved By: Board of County Commissioners
Approval Date: November 5, 2003