

Elmwood Park Public Library Photograph and Filming Policy

Elmwood Park Public Library reserves the right to utilize photographs or video/audio recordings taken at the library for publicity purposes in printed materials and online. All persons attending library programs and activities, or using library facilities, thereby agree to such use, which includes social media, websites, brochures, flyers and other publications, without additional prior notice or permission and without compensation to the participant, unless they specifically inform staff of an objection to such use.

For safety and privacy purposes, full names will not be used in conjunction with photos or recordings without express written consent. For minor children last names and other identifying characteristics will never be used.

Other organizations (news, community groups, social media or blogs) that wish to photograph or record in the library must get consent of staff and those being photographed/recorded, or a caregiver in the case of a minor child. It is then the decision of that individual to give permission to use their name or identifying characteristics.

Policy Review and Revision

Elmwood Park Public Library Board of Trustees will review this document at least biennially.
Approved and Adopted by Library Board, October 16, 2014