



COUNTY OF EL DORADO, CALIFORNIA

BOARD OF SUPERVISORS POLICY

Subject: COUNTY DISPLAY CASES	Policy Number: F-8	Page Number: 1 of 2
	Date Adopted: XX/XX/XXXX	Effective Date: XX/XX/XXXX

I. PURPOSE

The purpose of this policy is to provide guidelines for the temporary use of public display cases and other designated areas of County Facilities by individuals, organizations or institutions. This policy is not applicable to display cases with permanent exhibits, or those for County Department use only.

II. POLICY

The County designates specific display cases and wall areas within its facilities to provide exhibit space for the display of art or collections of public interest appealing to a wide general audience for cultural, educational, or civic purposes. Designated display and exhibit areas are not gallery spaces and do not constitute a public forum.

Designated public display cases and exhibit spaces are available to community groups or the general public to exhibit temporary displays for a designated term limited time period. Any exhibits, displays, and materials are not intended to express the views of the County and are not to be construed as an endorsement by the County. Displays and exhibits are intended to contribute to the enrichment and education of the community and serve a public benefit. ~~Priority~~ Priority is given to items that celebrate local heritage, interests and culture. The County has priority use and reserves the right to preempt any exhibit. Displays must fit within the physical space available. Items may not display a selling price. The display may include a small sign identifying the contributor.

III. PROCEDURES

A. Individuals, community groups, government agencies, arts and educational institutions may use exhibit spaces under these guidelines:

i. Displays must be of cultural, education, or civic interest to the local community. Information and items specific to the local community and the El Dorado County area shall be given preference over items of more general interest.

ii. Displayers are responsible for setting up, maintaining, removing displays and following procedures set by the responsible County Department.



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iii. The County assumes no responsibility for the preservation or protection of, or possible damage to, any item(s) or material displayed. The County is not responsible for the theft [or vandalism](#) of any item(s) or material. [County](#)

[iv. Display materials advertising a commercial product or service or promoting political campaigns or activities are not permitted.](#)

B. Display cases and/or wall areas for temporary public use are located in:

- i. Building A, scheduled by the Board of Supervisors office.
- ii. Building B, scheduled by the County Surveyor’s Office.
- iii. Libraries, scheduled by the individual library.

[C. Requests for use of the display cases and/or wall areas are to be submitted to the appropriate County department for review of the materials for conformity with the provisions of this policy. In determining suitability of the proposed display intended for a broad-based audience, the County is mindful that display cases and wall areas may be viewed by members of the public of all age groups. Scheduling will be made on a first-come, first-served basis.](#)

RESPONSIBLE DEPARTMENT :

Board of Supervisors (Office of the Clerk of the Board)
 Library Department
 Surveyor’s Office

VI. DATES ISSUED AND REVISED; SUNSET DATES:

Issue Date:	08/18/1992	Sunset Review Date:	XX/XX/XXXX
Revision Date:	XX/XX/2017	Sunset Review Date:	XX/XX/XXXX