

Oxford Free Public Library

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PHOTOGRAPHY AND VIDEO POLICY

Photographing and filming in the Oxford Free Public Library is allowed with the understanding that it does not interfere with the provision of library services, is consistent with the library's Use of Library and Patron Behavior Policy, and does not infringe on the privacy rights of the library's patrons.

Oxford Free Public Library staff may engage in photographing and videoing programs and events and reserves the right to utilize them for its own publicity and promotional purposes online and in print. Library staff will notify members of the public when photography and video recording is taking place, and any patrons and/or their child(ren) who do not want to be photographed or recorded will be accommodated. Any photograph of a patron or child that a patron or parent/guardian does not want posted, but is inadvertently posted by the library, will be removed when the library is notified that the patron wishes for the photograph not to be used. The library also reserves the right to request that any photograph or video taken in the library that includes patrons or children who request the item be removed, be removed from the Internet at the request of the library.

The news media and members of the public are welcome to take photographs in and around the library. The responsibility for obtaining releases for news photos lies with the media outlet. The Oxford Free Public Library staff may terminate any photo session that appears to impede library operations, compromise public safety, building security, patron privacy, or is inconsistent with the Use of Library and Patron Behavior Policy.

Casual Filming and Photography

The library allows visitors and patrons to engage in casual filming and photography while present in the library and visiting its outdoor spaces. Library facilities and grounds are public spaces and the library is not responsible for incidental filming or photography of visitors and patrons of the library.

Only handheld cameras and cell phones may be used to photograph or take videos. Because of safety and liability concerns, the use of additional equipment such as tripods, lights, and backdrops is not permitted without prior permission.

Patrons are asked to request permission from the library director or the librarian-in-charge prior to conducting professional style photo or video sessions of the interior of the building. This includes amateur photography using tripods, lights, and backdrops.

While engaged in photographing or filming, care must be taken not to impede the ingress or egress of visitors or staff to or from the library building, its outdoor spaces, and parking areas.

Library Liability for Injuries

Permission from the library to conduct a photographing/filming/recording event does not mean the library assumes any liability. The person or group responsible for the photographing/filming/recording event assumes any and all liabilities, damages, losses or injuries that participants may sustain to their person or property which arise out of or are related to the photographing/filming/music activities.

Adopted by the Oxford Free Public Library Board of Trustees, 4/19/2022