

## Title: Author and Artist Sales

Effective Date: 5/18/15

Authorized By: Library Board of Trustees

Date of Last Revision: 8/26/19

Any author or artist who participates in a library sponsored program will be authorized to sell any materials that they have created before, during or after the program. All sales will be at the discretion of the Library Director and may be refused at any time and for any reason.

If materials are provided by the author or artist, all financial transactions for sales must be completed by the author or artist and/or their designated representative. Library staff may not be responsible in any way for the sale of materials or the transaction of funds.

The library, or the Friends of the Library, may purchase books or other materials on behalf of the author or artist to sell during or after programs. In this case library staff or Friends volunteers will be responsible for all transactions.

This policy does not apply to sales of materials by organizations using Library facilities for non-Library sponsored programs. Nor does it allow for the sale of materials by any commercial entity participating in Library sponsored programs.