

# REQUEST TO PETITION

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Martin County Library System

An area has been designated at each library for the exercise of free speech. These areas are available on a first-come, first-served basis. Persons wishing to participate in free speech activities will be directed to the appropriate area by library staff for each visit to petition.

## Guidelines

1. Submit this request at least three (3) days before petitioning.
2. Do not block the library entrance, impede access to the library or harass library patrons who approach the building. This means that those using library sidewalks and/or grounds may not stand in the way of people who are approaching the building, call out repeatedly to them, or create any kind of disturbance in front of the library.
3. The petitioner may set up a small table, as long as it does not block the library entrance or roadway. Signs may be affixed only to the table. Signs may not be affixed to the library building or anywhere else on library property.
4. No fees, sales, or donations of any kind may be solicited or collected.
5. Approved petition requests do not imply endorsement of the aims, policies, or activities.

Please provide as much information as you can:

Dates to Petition: \_\_\_\_\_

Petitioner Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

On behalf of: \_\_\_\_\_

Subject of Petition: \_\_\_\_\_

Please sign below to acknowledge agreement to the guidelines above:

Signature of petitioner: \_\_\_\_\_ Date: \_\_\_\_\_

Name of Library Staff: \_\_\_\_\_ Date: \_\_\_\_\_

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## Staff Checklist

- ☐ A Request to Petition form will be completed for each petition.
- ☐ The Manager will designate a set-up location for petitioners in the public area outside the library, away from the library entrance. Petitioners may not interfere with patrons, and entrances to the building may not be blocked.
- ☐ The Petitioner will report to Library staff prior to each set-up.
- ☐ Library staff will not assist petitioners and will not take responsibility for petitions left at the library's service desk.
- ☐ Use of a library area by petitioners does not indicate the library's endorsement of the issue that is the subject of the petition.
- ☐ The Library Manager: keep a local copy of the Request form and route the original to the Executive Aide.