

## **Wallingford Public Library Photography Policy**

Photographers must identify themselves and explain the purpose for taking the photos in the Library. The staff will make a note of this. The photographer must obtain an individual's permission to take a photo. In the case of a child, the parent's permission is needed. Group shots with no names given are permitted. In order to document events or enforce library policy, however, the Library staff is authorized to take photographs as needed.

The Wallingford Public Library takes photos and videos of our events and programs to share with the community. Videos are uploaded to our YouTube channel as soon as we process them. Photos are uploaded to our website, Facebook, Twitter, and/or Instagram accounts.

If you would like your photo to be removed from our website or social media accounts, please let us know. Where possible, please provide a link to where your photo is displayed.

Adopted January 27, 1997, revised March 28, 2005, revised April 22, 2017.