



**GREENVILLE (S.C.) COUNTY LIBRARY SYSTEM
PUBLIC PHOTOGRAPHY/ RECORDING POLICY**

The Greenville County Library System ("Library") strives to provide and maintain inviting facilities where individuals feel welcomed and valued. To minimize disruptions to library users and to help protect library property, the Library Board of Trustees has established photography and recording regulations for media and personal use within a Library facility.

- Persons wishing to photograph or record inside Library facilities or on Library property must receive prior permission from the Library.
- For content that is intended to be shared publically, Library staff must accompany any person(s) who have been given permission to photograph/record inside a Library facility. A Library staff escort may be required when photographing/recording the exterior of a Library building when standing on Library property.
- Members of the public may take photos or make video/audio recordings at programs only for personal use, not for publication or broadcast.
- Program attendees must inform Library staff of their intent to photograph or record during a program so other participants can be notified.
- Photography, recording, and equipment may not obstruct passageways or disturb library users.
- Visitors to the South Carolina Room at the Hughes Main Library may not use flash units.
- Library buildings may not be used as a background or setting for commercial photographs or for video/audio recordings without prior approval from Library administration.