

## **Photograph, Videotaping, and Filming Policy**

The Sterling Heights Public Library reserves the right to use photographs or video taken at the Library during Library programs or events for publicity purposes in printed materials and online. Library Patrons and/or participants attending such programs or events consent to having their photograph taken and used for such purposes. Attendance at Library programs and events constitutes consent to be photographed for the purpose of the Library's publicity and no additional permission will be requested. If a Library patron does not wish themselves or their child to be photographed, the patron must notify the Library staff to that effect. No names will be used in conjunction with photos/video without express written consent.

In keeping with the Library's mission to provide Library services to the community, and ensure the privacy of our patrons, photography, streaming video, and/or video recordings of public areas for patrons and visitors wanting a remembrance of their visit is welcomed, as long as it does not interfere with Library operations, staff, or patrons. With this in mind:

1. You may not use flash/lighted photography or video equipment in such a manner that disturbs library patrons or library programming.
2. Photographs, video recordings, or audio recordings of library programs and/or copyrighted art on display is prohibited.
3. Individuals streaming or recording videos in the Library shall not narrate the video in such a manner that engages with, or otherwise disturbs, library patrons or Library programs.
4. Commercial photography: The Library, Library personnel, and City logos may not be used as settings for advertisements, or for any photographs, video or audio recordings which will be used for commercial purposes, without express written consent by the City of Sterling Heights and Library Director.
5. News media photography or video: The Library welcomes news media for stories or projects that directly involve the Library and/or its programs. Media seeking to film the Library and/or its programs must provide appropriate media credentials and advance notice for such projects by contacting the Library Director at (586) 446-2640, prior to filming, to discuss filming location, date, and time, to minimize impact on Patrons.
6. Right to Terminate: The Library reserves the right to terminate or restrict any photography, streaming, or filming that violates this or other Library Policies or Regulations, City Policies or Regulations, endangers the health or safety of patrons or staff, or violates any local ordinance, state, or federal law. Failure to abide by a directive to terminate will result in removal from the Library.

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