

## Noticeboard FAQs

Frome Town Council updates over 20 noticeboards for the community of Frome with the help of a dedicated team of volunteers. If you would like to promote your organization, event or similar please use this document to ensure we can take your posters.

- **Can you accept my poster?**

We will accept posters for most events, organisations and opportunities within Frome and the surrounding areas. Posters should be A4 size or smaller to ensure we can fit as many as possible on our boards.

Frome Town Council cannot accept posters that explicitly promote a political party, or posters with discriminatory/offensive images or language. We are also unlikely to accept posters for events that are not within Frome or surrounding villages.

- **How many posters should I give you?**

We maintain 18 of our own noticeboards and 5 others, totaling 23. You are free to provide us with less posters than 23, in which case we'll try to put them on the boards that are most relevant.

- **When will my poster go up?**

Our Noticeboard Ambassadors update each board weekly on different days and will put up as many new posters as they can. When we have a large volume of posters, we'll prioritise the events happening soonest. Priority is given to community events and non-profit organisations.

We recommend getting posters for an event or course to us at least 2 weeks before the event or first session to ensure it is advertised in time.

If your poster is not for a specific event so is undated, it will be put up at the earliest opportunity and may be removed after a couple of weeks to make space.

- **Will my poster be laminated?**

Frome Town Council no longer laminates posters as part of our goal to eliminate single-use plastic at the Town Hall. We have also found that laminated posters are easily ruined by rain. However, you are welcome to provide us with laminated posters.

- **Can I put up my own posters?**

Our noticeboards are for the community, so we welcome people putting their own posters on our boards if they wish to do so. We will not remove posters unless they contain offensive or discriminatory content, or unless they need to be removed to make space.

Where possible we would advise using a staple gun. Please do not use glue or any substances that would be difficult for our volunteers to remove.

Please get in touch with us by emailing [info@frometowncouncil.gov.uk](mailto:info@frometowncouncil.gov.uk) if we can be of any assistance.