



APPLICATION FOR ART DISPLAY

Name of Individual/Organization: _____

Contact Name: _____

Contact Phone Number / Email: _____

Description of Art Display/Exhibit:

Nature & Number of Pieces (Attach separate sheet if necessary):

Will you be selling your pieces on display? _____ YES _____ NO

I understand that by submitting this form, I will comply to the Art Display Policy if my request is approved.

Signature

Date



ART DISPLAY & EXHIBIT POLICY

- Prior to display, all exhibits/artists must be approved by the Library. They will be responsible for the scheduling and organization of exhibits.
- The library reserves the right to reject any artist application and will make the final call on all submissions.
- The Library will work with artists in setting up displays. The library has the right to make the final decision on how all of its exhibits are arranged.
- The artist may not change, add to, or remove any items in a display during its scheduled time. Changes may only be made by authorized library staff.
- Artists will be in charge of creating any artist bio/statement for display next to the exhibit.
- Artists will be in charge of providing a price list for pieces if they choose to sell their work.
- All displays will be set-up and removed on dates determined by the library. The library has limited storage space. It is imperative that materials lent to displays be dropped off and picked up at designated times.
- The library is not responsible for theft or damage, nor does it carry insurance to protect items loaned for display. Insurance is the sole responsibility of the artist.