

Exhibit Policy

Individuals and organizations shall be invited to provide temporary exhibits of art, crafts, collectibles or books for the Library's two exhibit cases and for the exhibit area for hanging art.

The Library reserves the right to screen potential exhibits for type, suitability, quality and space requirements. The planning, scheduling and screening for exhibits shall be the responsibility of the Community Services Librarian and the Children's Librarian, in consultation with the Library Director.

The Library shall not be responsible for loss, theft or damage to exhibit materials while on the premises. Exhibitors shall be required to sign a release form (see appended). No tape or other adhesives may be used on the exhibit wall or on the back of the display case.

The Library staff may not participate in the sale of exhibit materials; no money shall be collected on the premises. The staff shall provide contact information, if the exhibitor shall have provided it, to individuals interested in purchasing materials. Selling prices may not be affixed to art or other objects on display, but exhibitors may leave a price list at the Reference Desk.

Because the exhibit area is in a public service area, openings may not be held in the exhibit area. There shall be no charge to the exhibitor or to the public for any exhibit.

*Approved by the Library Board of Trustees
April 14, 1994
Amended by the Library Board of Trustees
October 16, 1997*