



## **Library Exhibit Policy**

The Dwight Foster Public Library encourages artists to display their own original works of art to the community as well as collectors to display their unique collections. Art will be displayed in the Jones Gallery. Collections will be displayed in either the Jones Gallery or the Batterman Children's Library display case.

Applications for exhibits must be made through library personnel and will be processed on a first-come, first served basis. Children and adults who have various degrees of maturity view the library exhibits; therefore, exhibits on display must meet standards established by the library personnel. Library personnel reserve the right to reject any exhibit in full, or in part.

The library is not responsible for loss or damage incurred while the exhibited items are in the library. All items placed in the library are placed there at the owner's risk. All artists are required to sign an Exhibit Agreement that releases the library from responsibility for any items in the exhibit. The Exhibit Agreement must be signed and submitted to the library director on or before the exhibit set-up date.

Exhibits will normally be limited to a period of two months with definite display dates established in advance. It is the responsibility of the exhibitor to set up and remove the exhibit in accordance to the established schedule. If assistance is required, it is the exhibitor's responsibility to provide such assistance.

The Library's insurance policy covers only items owned by the library. All exhibitors are required to sign a Release Agreement that releases the library from responsibility for any items in the exhibit.

Approved: 03/11/13