

# Display Application

Date \_\_\_\_\_

Month of Exhibit \_\_\_\_\_

Name \_\_\_\_\_

Organization Affiliation \_\_\_\_\_

Address \_\_\_\_\_

Phone Number \_\_\_\_\_

Work Number \_\_\_\_\_

Description of Exhibit \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Is Exhibition Insured?    Yes \_\_\_\_\_    No \_\_\_\_\_

## Rules and Regulations

Video Taping, cameras setup on tripods, television filming or interviewing arranged or accomplished by the exhibitor is not allowed within the library proper without the express advance written permission of the Library Director.

Arrangements must be made in advance, with the library display coordinator, for exhibit(s) and/or items that are too large to be hand carried into the library.

Hanging displays, art or exhibits have a maximum limit of 15 lbs. The displayer will be responsible for damages or injuries.

No exhibit item or packaging in may be stored in any area of the library; pre, post or during an exhibit.

No exhibit, items or material used in installation may be shipped directly to the library.

I have read the regulations and understand the library's exhibition policy and comply with both.

Applicant Signature \_\_\_\_\_

Date \_\_\_\_\_