WadsworthLibrary

EXHIBITS POLICY

An as educational and cultural institution, the Wadsworth Library welcomes temporary exhibits and displays of interest, information and enrichment to the community. Displays of artwork, handiwork, historical material, nature study, or any other material deemed of general interest may be exhibited.

If the Library provides space for a display or exhibit, the Library does not necessarily endorse the position promoted by the exhibit or display.

The Wadsworth Library Director shall review and approve in advance of display any material offered for display based on its suitability and availability. Attached Application to Exhibit should be given to the Library Director. Library use of exhibit and display areas takes precedence in scheduling.

Exhibits and displays may include information about the exhibit and the exhibitor. Displays will not include prices of objects.

All requests shall be considered by the Director in the order in which they are received. The Library reserves the right to limit the size, number of items and the schedule of any display.

Exhibits must present no fire, safety or personal hazard.

Exhibitors and/or artists are responsible for the installation and removal of their displays. The Library does not provide porter service, storage space, or special furnishings.

The Library assumes no responsibility for the preservation or protection, and no liability for damage or theft, of any item displayed or exhibited. All items placed in the Library are there at the owner's risk.

The Library does not carry insurance on artwork or items exhibited in the Library. The exhibitors and/or artists must sign the attached Insurance Waiver and Release Form, before any artwork or items can be displayed in the Library.

Exhibits cannot in any way disrupt the normal routine of the Library. Meetings, programs, or other events may be held in the space concurrent with the exhibition.

Approved by the Library Board of Trustees - October 11, 2012
Reviewed by the Library Board of Trustees April 12, 2018
Reviewed by the Library Board of Trustees March 13, 2025

WadsworthLibrary

Insurance Waiver and Release

I, the undersigned, hereby agree the following works of art or other materials will be on display in the Wadsworth Library for exhibit purposes only. I (We) have read the policy information and understand that insurance for exhibited works is recommended and that in the event of loss or damage the artist/owner/signatory is solely responsible. In consideration of the privilege of exhibiting them in the Wadsworth Library, I (We) hereby hold harmless and release said Library from responsibility for loss, damage or destruction while they are on the Library's property.

Description of materials exhibited:

_____
_____
_____
_____
_____
_____
_____
_____
_____

Signature _____

Address_____

Telephone_____

Email_____

Date_____

WadsworthLibrary

APPLICATION FOR EXHIBITION

Exhibitor (s) _____

Address _____

Telephone _____

E-mail: _____

Dates of Exhibit _____

Specific Times/Dates of Use of Room/and or display of exhibit:

Set Up: _____

Opening: _____

Removal: _____

Description of Exhibit. Please attach list of items to be displayed and space and or/services required of the library.

_____

_____

_____

_____

_____

I (We) have read the policy information and accept responsibility for compliance with the procedures and rules governing the use of the exhibit space at the Wadsworth Library.

_____ _____

Signature Date

Please submit this completed form to the Wadsworth Library Director