

EXHIBIT & DISPLAY POLICY

BASIC POLICY STATEMENT

The purpose of Connetquot Public Library's display facilities is to increase public awareness of the Library's resources and to support its mission as an educational, informational, cultural, and recreational center for the community it serves. Displays are organized by the Library to further this mission. The Library reserves the right to determine what displays will be solicited and accepted. For the purposes of this policy, the term "display" includes wall exhibits, enclosed display cases and free-standing exhibits. Exhibits/displays using these facilities shall promote one or more of these purposes:

- To promote Connetquot Public Library services, collections, or programs;
- To highlight current issues, events or other subjects of public interest;
- To display arts, crafts, photographs, writings or collections when they promote or complement the mission of Connetquot Public Library.

GUIDELINES FOR DISPLAY

Areas for Display:

Shall be determined by Connetquot Public Library.

Cancellation:

Connetquot Public Library reserves the right to cancel displays at any time for any reason.

Exhibitor:

Each exhibitor must execute an exhibit agreement with the Connetquot Public Library prior to display. This Exhibitors Agreement and Release shall include a descriptive list of all items included in the display. The name and telephone number of the exhibitor may be included in the display. No items shall be displayed until a signed Exhibitors Agreement and Release and a list of all items included in the exhibit are provided to the Library. The group or individual providing the display must supply any labor and/or equipment necessary to mount the display. The final decision regarding the display arrangement and content is reserved to Connetquot Public Library. All pieces to be displayed should be framed and/or mounted and suitable for hanging safely. Exhibitors agree to leave their work for the period stipulated in the Exhibitors Agreement and Release.

The Library will not provide storage for the property of exhibitors beyond the period specified in the Exhibitors Agreement and Release. Exhibits left beyond this period will be considered abandoned property and will be disposed of accordingly.

Hours for Exhibit:

Shall be determined by Connetquot Public Library.

Security:

Connetquot Public Library is not responsible for the security of displayed items. All items are understood and acknowledged to be displayed at the exhibitor's risk.