



**GRANVILLE
P U B L I C
L I B R A R Y**

Exhibit Request

Exhibitor Information:

Name/Organization: _____

Phone: _____ Email: _____

Exhibit Information:

Area requested: Glass display case _____ Wall space _____

Desired dates for exhibit: ____ / ____ / _____ to ____ / ____ / _____

Description of Exhibit:

Please include as much information as possible about the exhibit and/or its individual items. Photos of the works or the works themselves may be requested prior to approval.

Number of items: _____

Brief description of exhibit as a whole: _____

Description of Individual Items:

Title of work: _____

Medium: _____

Dimensions: _____ Artist's name: _____

Year: _____

Please repeat description for each item in the exhibit on a separate sheet of paper (if necessary).

Please read, fill out, and sign the back of this form to complete the request.

Exhibitor Agreement

Board approved: 4/2012

Prior to placing any exhibit on library premises, please read and complete all sections of this agreement.

This Agreement is entered into between the Granville Public Library Association, 217 E. Broadway, Granville, OH ("library"), and _____ ("Exhibitor") as per the following dates ____ / ____ / _____ to ____ / ____ / _____

Terms and Conditions

- Exhibit items must be delivered and installed by this date: ____ / ____ / _____ and removed by this date: ____ / ____ / _____ by the Exhibitor.
- All exhibits must be approved subject to the mission of the library, at its sole discretion.
- The Exhibitor is responsible for any repair costs that result from the exhibit's presence in the library.
- Approval of any exhibit may be rescinded by the library for any reason and at any time.
- The library will not be involved in the sale of artwork and/or other exhibit items.
- The library is not liable for the loss or damage of exhibit items and/or owner property. Any loss, damage, or theft to the exhibit will be born completely by the owner/artist.
- The Exhibitor must sign the Exhibitor Agreement, agreeing to all conditions of the Exhibit Policy.

I agree to the above terms for the exhibition and have read, understood, and will comply with all components of the library's Exhibit Policy.

Exhibitor

Signature: _____

Date: ____ / ____ / _____

Granville Public Library

Signature: _____

Date: ____ / ____ / _____