

# WORTH-PINKHAM MEMORIAL LIBRARY

## Art Exhibit Policy

### Statement of Policy

The Worth-Pinkham Memorial Library offers space for the exhibition of artwork, crafts, and collections of unique, interesting or historically significant items. The Library encourages exhibitions of painting, photography, sculpture, crafts, etc for civic, cultural, educational, and recreational purposes. Exhibit space is made available on an equitable basis to individuals or groups with preference given to applicants from HoHoKus.

Library use of display areas takes precedence over any other use.

### Application for use

Display exhibitions are under the supervision of the Library Director who may delegate responsibility to the exhibit coordinator.

Application for use must be made at least thirty days prior to a requested exhibition date by filling out a Request Form.

### Setting Up

Exhibitions remain on display for one calendar month Artists are responsible for hanging and taking down their own works. Library staff assistance is not available.

Wall display space is available in the Adult Reading Room which has an art hanging system. Nothing may be attached to walls. This includes tape, labels, thumbtacks, or adhesive.

### Liability

The library does not accept responsibility for damage to, or loss of art pieces at any time while on display. Artists must sign an exhibit agreement and a waiver form that releases the library from any responsibility for loss or damage to works on display.

### Publicity

All exhibit publicity will be handled by the library with information provided to the library by the artist.

### Sale of Art Work

The Worth-Pinkham Memorial Library does not allow the selling of items in the library. Artistic works for sale may be purchased directly from the artist, but not on library premises. Price tags may not be affixed to the works or pricing lists distributed in the library.