



ART EXHIBIT POLICY

Exhibits are accepted on approval by the Library Director and/or Trustees. Library accepts no liability for lost, stolen, or damaged materials.

1. Artists will accept full responsibility for work exhibited. All exhibits shall be presented in their finished state--ready to hang.
2. Exhibits shall be arranged and hung by artists. All inquiries about articles on display shall be referred directly to the artists.

LOCATION

Phillips Family Art Gallery on the 2nd floor.

MECHANICS

The Library will supply:

1. Wires and hooks for hanging works in Gallery and easel for sign announcing exhibit. Anything loaned of above equipment must be returned to Library Personnel.
2. Two weeks prior to exhibit, Artist or Exhibitor will give to the Library a short paragraph describing exhibit. This will be used to list Library activities newspapers and other media.
3. Paintings, articles, etc., may be numbered and/or entitled, but no prices will be placed on paintings or objects.
4. A price list of articles for sale and contact information may be left in the Gallery for any interested purchaser. Library staff will not be involved in the selling transaction including the collection of payments.
5. Artist/Exhibitor will hang or arrange exhibit and remove exhibit on agreed upon days.
6. The final exhibit as displayed is subject to approval by the Library Director and/or Trustees.