

SMITH PUBLIC LIBRARY
DISPLAY AND EXHIBIT POLICY

As an educational and cultural institution, the Rita and Truett Smith Public Library welcome exhibits and displays of interest and information to the community that reflect our vision and mission. Displays of handiwork, historical material, nature study, or any other material deemed of general interest to the community, may be exhibited. The director shall accept or reject material offered for display based on availability of space and whether materials comply with this policy.

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

Areas available to the public for displays and exhibits are the glass exhibit case, the foyer, and the wall in the main corridor of the library. A release must be signed by the exhibitor before any material can be placed in the library. The exhibitor is required to assemble the exhibit or display. Library staff may also require that materials be insured to the replacement value of such materials.

PUBLIC LIBRARY DISPLAY AND EXHIBIT RELEASE

I, the undersigned, hereby lend the following works of art or other material to the Rita and Truett Smith Public Library for exhibit purposes only. In consideration of the privilege of exhibiting them in the Library, I hereby release said Library and the City of Wylie from responsibility for loss, damage, or destruction while they are in the possession of the Library.

Exhibition to be held in the _____

During _____

Description of materials loaned _____

Signature: _____

Date: _____

Address: _____

Telephone: _____