

Hudson Area Library
51 N. 5th Street
Hudson, NY 12534
518-828-1792

POLICY FOR DISPLAYS & EXHIBITS

The exhibit rooms are multi-functional. Meetings, programs, or other events may be held in the space concurrent with the exhibition. Exhibits cannot in any way disrupt the normal routine of the Library. Library use of exhibit and display areas takes precedence in scheduling.

Exhibitors are responsible for the proper and safe framing and hanging of work from the art display system. Exhibitors are responsible for the installation and removal of their displays according to the established deadlines. The Library does not provide porter service, storage space, or special furnishings.

The Library will not provide storage space and reserves the right to dispose of exhibits left after the conclusion of the exhibit period.

The Library assumes no responsibility for loss or damage of any items exhibited and no insurance liability for items on display. The exhibitor must sign a release form before any item is placed in the Library. All items placed in the Library are there at the owner's risk. If security is a concern, it is recommended that the exhibitor provide a "gallery sitter." Individuals, groups or organizations should check coverage provided by their own insurance policies.

The following will be posted as part of all non-library exhibits or displays: "Exhibits are offered as a community service and do not carry the endorsement of the Hudson Area Library." If desired, signs will state that the articles on display should not be photographed or touched.

There will be a donation of 20% (or higher if the exhibitor wishes) of the price of any works sold during the exhibit. The library will handle all sales on library premises and will give a check for the exhibitor's portion of the sales at the conclusion of the exhibition.

The Library will not censor or remove a display, exhibit, or item because certain members of the public may disagree with its content. Those who object to the content of an exhibit must complete and sign the "Hudson Area Association Library Reconsideration of Library Resources" form. Provided this form includes the name and telephone number of the individual making the request, it will be forwarded to the Library Director and judged according to the policies established by the Library. Should a complainant wish to pursue the complaint, he may address the Library's Board of Trustees.

Approved by the Board of Trustees on Month 00, 2019

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INSURANCE WAIVER AND RELEASE

I, the undersigned, hereby lend the following works of art or other material to the Library for exhibit purposes only. I (WE) HAVE READ the policy information and understand that insurance for exhibited works is recommended and that in the event of loss or damage the artist/owner/signatory is solely responsible. In consideration of the privilege of exhibiting them in the Library, I hereby hold harmless and release said Library from responsibility for loss, damage or destruction while they are on the Library property.

Exhibition to be held in the Community Room / _____

During the dates: _____

Description of items being displayed:

Name _____

Address _____

Email _____

Phone _____

Signature

Date