



## **Exhibit Application Form**

**Welcome! The Library is pleased to offer individuals, groups or organizations the opportunity to display their art. The Exhibit space in the Community Room allows us to showcase artists and helps us to bring art to our patrons.**

Please send the completed form to the Program Coordinator, Randa Cox at [rcox@cwmars.org](mailto:rcox@cwmars.org).  
For questions, please contact Randa via email, or by phone at 508-949-3880 ext. 1058.

**Applicant/Group Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Telephone:** ( \_\_\_\_\_ ) \_\_\_\_\_ **Website:** (If applicable) \_\_\_\_\_

**Email:** \_\_\_\_\_

- **Separately, please attach a brief description of your exhibit/work, an artist biography, and a pricelist**

### **Regulations:**

- All work must be reviewed and approved by the Exhibit Committee prior to booking.
- Work must be suitable for hanging.
- No insurance is provided for displayed work, and the exhibitor assumes all of the inherent risks. The Library provides normal security precautions associated with its general operations.
- The Library requires the exhibitor to install, hang and label the exhibit on the agreed upon date, and to remove the exhibit promptly at the close of the exhibit period. The Library takes no responsibility for any pieces left in the building after the close of business on the date you are scheduled to remove your work.
- Prices of items for sale may be posted in a binder provided by the Library. Exhibit material sold during this period may not be removed before the end of the exhibit. All payments are to be made directly to the Artist. A commission of 15% of all works sold should be made directly to the Friends of the Gladys E. Kelly Public Library.
- Opening receptions are optional and are offered on the third Tuesday of the Month.

**Requested Period of exhibit:**      Month: \_\_\_\_\_ Year: \_\_\_\_\_

**Alternate Dates:**                      Month: \_\_\_\_\_ Year: \_\_\_\_\_

Acknowledge the above information, and your agreement to comply in good faith, with signature below.

**Exhibitor's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_