

# NORELIUS COMMUNITY LIBRARY

## DISPLAY POLICY

Individuals, organizations, or groups who wish to exhibit materials in the Library must obtain permission from the Library Director. Length of time of exhibit and hours of viewing are at the discretion of the Library Director.

*Denison Library Friends, INC. support the Library through the management of the generous donations of our patrons. A permanent wall safe for said donations is located in the entry way of the library. Your donations benefit of the Library's ongoing mission (See Mission Statement, p. 4).*

No organization or individual shall be permitted to place in the library any box, receptacle or canister which solicits donations, nor shall any poster or display be permitted which advocates or solicits consideration of any product or service sold by any commercial or charitable enterprise.

The public is invited to schedule displays in the library building under the following conditions:

- Displays and exhibits must be of general interest and open to the public. Commercial exhibits or displays are not accepted unless they are of a general educational nature.
- Individuals responsible for the display will arrange their own materials under the general supervision of the library staff; furnish their own easels or equipment necessary for display; and are responsible for any damage to library property.
- Individuals, organizations, or groups placing materials on exhibit must agree to assume all risk for articles exhibited and sign an "Exhibits Release Form."
- (See Appendix).

Approved July 23, 2024

# NORELIUS COMMUNITY LIBRARY

<b>EXHIBIT RELEASE FORM</b>
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I, the undersigned, hereby lend the following works of art, exhibit, or display to the Norelius Community Library for exhibit purposes only. In consideration of the privilege of exhibiting them in the Library, I hereby release the Norelius Community Library from responsibility for loss, damage, or destruction while they are in the possession of the Library.

Exhibit dates: From \_\_\_\_\_ to \_\_\_\_\_

Description of the materials loaned for exhibit:

Print Name \_\_\_\_\_

Date \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_

City \_\_\_\_\_

Zip \_\_\_\_\_

Signature \_\_\_\_\_

Approved July 23, 2024