

**Maury County Public Library Art Gallery & Display Case
EXHIBITOR APPLICATION**

Thank you for your interest in exhibiting your works or collections in the Maury County Public Library's Gallery.

Please complete this application, attach a resume if available, and return the materials to the Library Circulation desk, labeled Attention: MCPL Arts Committee. A committee representative will contact you to arrange a review of your proposed exhibition.

Please note: The sale of any items, collection of taxes, and any related matters shall be the sole responsibility of the exhibitor.

Pursuant to their policy of non-discrimination, the Maury County Public Library does not discriminate on the basis of race, sex, religion, color, national of ethnic origin, age, disability, or military service in its policies, or in the admission or access to, or treatment or employment in its programs, services or activities.

Exhibitor: _____
(print name)

Address: _____

Telephone: home - _____ cell - _____

E-Mail: _____ Website: _____

Signature: _____ Date: _____

<u>ART GALLERY</u>	<u>DISPLAY CASE</u>
Medium: (oils, acrylic, sculpture, watercolor, etc.) _____	For an Artist - Medium: (metal, wood, fiber art, etc.) _____
Style: (Realism, Impressionism, Abstract, etc.) _____	_____
Size of works: _____	_____
Description of work: _____ _____ _____	For a Collector - Type of objects in collection: _____ _____ _____

A: Library Art Gallery Guidelines (Please initial at the end of each item)

1. Exhibitors applying to exhibit in the Art Gallery shall complete an Exhibitor Application and submit it to the MCPL Art Committee. The exhibitor's work or collection will be reviewed in portfolio using slides or pictures, on a website, in a personal interview, or by viewing a current exhibit. Exhibits are selected based on a combination of factors, including a need to provide a variety in each year. Following a review and approval of the application, the MCPL Arts Committee will assign and confirm exhibition dates. Pursuant to their policy of non-discrimination, the Maury County Public Library does not discriminate on the basis of race, sex, religion, color, national of ethnic origin, age, disability, or military service in its policies, or in the admission or access to, or treatment or employment in its programs, services or activities. _____
2. Upon approval of the exhibitor's application and work by the MCPL Arts Committee, the exhibitor shall sign in duplicate the attached agreement. One copy will be given to the exhibitor and one copy will be filed with the Maury County Public Library. _____
3. Maury County Government and the Maury County Public Library are not responsible for any loss, damage, or theft of displayed art or collectibles. Each exhibitor will indemnify and hold harmless Maury County Government, the Maury County Public Library, and their officers, officials, employees, members, patrons, and agents from any and all losses, damages and expenses, including court costs and attorney fees, arising out of or in consequence of the display of artwork or collectibles, including losses from the damage to or theft of any exhibited materials. _____
4. Each exhibit will be on display for one (1) month. The exhibitor is responsible for the installation and removal of his/her exhibition. The exhibition must be installed and removed during the time that the Library is open to the public. _____
5. Each exhibitor must have a selection of items sufficient to fill the exhibition space. Exhibitors may choose to work with co-exhibitors in order to create a full display, but such co-exhibitors must be included in the initial review process. Any changes in the display during the one (1) month exhibition shall be reviewed by the MCPL Arts Committee. _____
6. Prices of items available for sale will be displayed on the provided lectern. Sales of any items, collection of taxes, and any related matters shall be the sole responsibility of the exhibitor. _____
7. Any items sold during the exhibition shall remain on display throughout the exhibition. The exhibitor or his/her agent shall place a MCPL-provided sold sign on the item within three business days of the sale.
8. A second exhibition by the same exhibitor may not occur within six (6) months. The exhibitors applying for an additional exhibition must follow the policies and guidelines in place at the time of that exhibition. _____
9. MCPL will provide publicity for the exhibition. A press release will be sent to local publicity sources. Information about the exhibitor and his/her work shall be given to the MCPL Arts Committee. _____
10. If an exhibitor wishes to have an opening reception, he/she may use the Library's facilities. The exhibitor is solely responsible for the reception, including the setup and clean up. To schedule a reception, the exhibitor must contact the Library's Program Coordinator at (931) 375-6508, not less than thirty (30) days prior to the event. The time and date for the reception will be scheduled during the exhibition and during normal operating hours. _____
11. These guidelines shall be attached and are a part of the Exhibitor's Agreement, which shall be signed by the exhibitor at least ninety (90) days prior to the exhibition date. _____

B. The Maury County Public Library Gallery Exhibitor Agreement

Permission is hereby granted to _____, hereinafter
(Name of Exhibitor)

“exhibitor,” to exhibit in the Maury County Public Library Gallery for _____ 20____.
(month) (year)

Exhibits for the above stated month shall be installed during regular Library hours. “Exhibitor” and his/her agents shall be solely responsible for installing and removing the exhibit.

Exhibitor hereby agrees to indemnify and hold harmless Maury County Government, the Maury County Public Library and their officers, officials, employees, members, patrons, and agents from any and all losses, damages, and expenses, including court costs and attorney fees, arising out of or in consequence of the display of artwork or collectibles, including losses from the damage to or theft of any exhibited materials. This obligation shall last from the date of installation through the removal of the exhibit.

The Maury County Public Library reserves the right to cancel or request rescheduling of an approved gallery exhibit prior to thirty (30) days of scheduled exhibition.

This agreement shall be signed and returned to the MCPL Arts Committee no later than ninety (90) days prior to the exhibit or the exhibition shall be cancelled.

The attached Library Art Gallery Guidelines shall become a part of this agreement.

I have read and hereby agree to the terms of the above agreement, including the Library Art Gallery Guidelines. _____ (Initials)

Exhibitor: _____ Date: _____
(signature)

Address: _____

Telephone: home - _____ cell - _____

E-Mail: _____ Website: _____

MCPL Art Chair: _____ Date: _____
(signature)