

Art Exhibits

Distribution: Public, All Employees

Date Created: 2003

Approved Revision Date: June 19, 2025

Implementation Date: June 23, 2025

Scheduled Review Date: December 2028

Related Policies: None

Introduction

Some library branches can exhibit arts and crafts. They can show the work of local artists and craftspeople. This is arranged by library staff.

General Information

Library branch managers approve the exhibits.

Artists do not have to pay to display their work.

Artists must fill out and sign the Art Exhibit Form. This is sent to the library headquarters and kept in a file for the length of the exhibit. The artist gets a copy. The branch keeps a copy for the length of the exhibit.

Work that is displayed might get damaged or lost. The library is not responsible for this.

The library can decide not to display an exhibit of art work.

Artists can sell the work that they display. Library staff do not take part in this. It is done between the artist and the person buying the work.

Art Exhibit Form

Name: _____

Address: _____

Telephone: _____

E-mail: _____

Branch: _____

Dates of Exhibit: _____

Title of Exhibit: _____

I have read and understood Western Counties Regional Library's Art Exhibit Policy.

Name (Print)

Signature

Date

Please provide a list of works displayed.

Artist	Medium	Title

Western Counties Regional Library
Art Exhibits
Public Policy

For internal Use

Send the original, signed Art Exhibit Form to the Office Manager at library headquarters. Branches may keep a copy of the signed Art Exhibit Form for the duration of the exhibit. Following the exhibit, all signed forms will be disposed of using proper disposal methods.