



**HOWLAND PUBLIC LIBRARY  
APPLICATION FOR COMMUNITY ART EXHIBIT**

***The Howland Public Library provides our community with an inviting center for information, learning, instruction, leisure and cultural opportunities. As part of this policy, the Library provides temporary free exhibit space for members of the community.***

**Statement**

The purpose of hanging exhibitions at Howland Public Library is to enrich the patron experience.

The Library Art Exhibit Committee is responsible for the selection and authorization of all exhibits. The Library displays appropriate exhibits in order to create a cultural and educational environment within the Howland Public Library. Special consideration will be given to works of art produced by non-professional community members and organizations. All exhibitions will be free of charge to view.

**Proposals**

Artists, curators, or art organizations are encouraged to apply to exhibit in the Library. Owners of artwork or objects with local community interest or historical significance are also encouraged to apply.

**Exhibition Presentation, Installation, and Dismantling**

Two-dimensional artwork must be suitably framed and wired for hanging. The maximum weight of each piece must be below 45 lbs. The artist/lender of three-dimensional works must provide pedestals, display cases, or platforms as needed. Installation and de-installation dates must be agreed upon in advance. All works must remain on display until the pre-approved closing date. Any costs associated with special installation or display needs are the responsibility of the artist/lender.

Opening receptions may be arranged with the Library Director. They will take place on Saturday afternoon, preferably as part of Beacon's Second Saturdays program.

**Cancellation of Exhibits**

The Library reserves the right to cancel any exhibit at any time. The display of art in the library is secondary to the library's user experience. Any and all works deemed potentially offensive to the community of library patrons will be refused at the discretion of the Board of Trustees. The Trustees will hear any and all reasonable requests from constituents to have remove works deemed offensive. Prior to removal, the artist will be notified and be given 24 hours to respond.

**Security/Liability**

The Library cannot be responsible for reimbursement or replacement of lost, stolen, or damaged items. The Library encourages the artist/lender to obtain a rider on his or her insurance policy for the duration of the exhibit. The artists/lenders will be required to complete and sign a waiver/release of Library liability before any works of art are exhibited.

(TURN OVER FOR APPLICATION)



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NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

WHAT IS THE BEST WAY TO CONTACT YOU? CIRCLE ONE: PHONE EMAIL

HOW MANY PIECES WOULD YOU LIKE TO EXHIBIT? \_\_\_\_\_

BRIEFLY DESCRIBE THEM INCLUDING SUBJECT MATTER AND MEDIUM: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

*A trustee of the library or a member of the exhibitions committee will contact you to discuss your proposal. Please have digital photos of the work(s) available; all work(s) must be vetted and approved by the library board prior to installation.*

Contact Shawn Waldron at [communityart@beaconlibrary.org](mailto:communityart@beaconlibrary.org) with any questions.