

## **Rochelle Park Free Public Library Policy on Displays**

The Rochelle Park Free Public Library is pleased to offer artists, collectors and organizations the opportunity to display their work to the community. Exhibit space is open to individuals and organizations. Organizations shall designate one person as a representative. Exhibit periods are arranged with the Library Director.

Application for exhibits is made on a first-come, first-served basis. The Library shall have the final decision on the content and arrangement of all exhibits and displays. The Library expressly reserves the right to reject any display in whole or in part which it deems, in its sole discretion, to contain sexually explicit material which is inappropriate for children under the age of 18.

The exhibitor may be required to show samples of the proposed exhibit.

Exhibits in the Library are seen by everyone during regular business hours, including children and adults. The materials of the exhibits and displays must therefore meet what is generally known as "the standard acceptable to the community." Every item must meet the Library's standard of value and quality, and the Library reserves the right to reject any part of an exhibit or display.

Because exhibits and displays are used to present fields of interest as varied as possible, the Library is not able to devote space to specific "weeks" and "days" year after year.

The area available to the public for exhibits and displays is a locked glass exhibit case. The artist/collector is responsible for setting up and removing the display.

Exhibits and displays will normally be scheduled for a period of 1 month. If the exhibit/display is not set up by the assigned period, the exhibit/display may be canceled by the Library. If the exhibitor/collector must cancel a show, it is expected that he/she contact the Library as soon as possible to see if another date may be arranged.

Due to space limitations, the Library cannot provide storage for the property of groups or individuals displaying in the Library.

The Library shall not be held responsible and is expressly relieved from any and all liability by reason of injury, loss or damage to any person or property in or about the premises occurring during the exhibitors use of the premises.

No admission may be charged.