Webster Public Library | 980 Ridge Road | Webster, NY 14580 | P 585.872.7075 | websterlibrary.org

Art Display Policy

As our library focuses on establishing and maintaining community connections, we are pleased to provide a permanent location in the library where Webster artists of all types can display their original creations monthly, free of charge.

Applying to Display Art:

- Artists will be required to complete the *Artwork Display Application* which is available on the library's website and at the Reference Desk.
- Preference will be given to Webster residents along with an emphasis on offering a variety of displays to a broad-based viewing audience.
- The staff member responsible for coordinating the monthly art display will contact the individual to set up a time to review 4 samples of artwork, confirm acceptance of the application, and to schedule the display.
- Displays should be set up by the first weekend of the month and taken down by the last day of the month. The library reserves the right to change, reschedule, or cancel exhibits when necessary.

Guidelines for Art:

- Exhibits may not include defaming or obscene materials as defined by the courts, or materials which could lead to breach of the peace or which advocates the violation of criminal laws.
- Display items may not be acceptable if they depict extreme violence, sex, or if they make negative comments about racial, religious, or ethnic groups. It is not the intent that the exhibit space be used for advertising for commercial enterprises or political candidates.
- The Webster Public Library Director and/or the Webster Public Library Board of Trustees reserves the right to reject any or all items submitted for display. Exhibition of artwork does not imply an endorsement of the exhibit by the Webster Public Library, its Trustees, or its staff.
- The works may not be offered for sale during the duration of the exhibit; however, business cards may be left at the Reference Desk in the event that patrons ask for the artist's information.

About the Gallery System:

- The "Gallery System" is in place with cables and hooks which accept wired back pieces. The exhibitor is cautioned that, if other than wired back pieces are used, there may be difficulty with the installation.

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- Work that is fragile in nature or whose framing or display arrangement is of questionable durability may be rejected. Maximum weight for any piece is 50 pounds.
- No labels, signs, artwork, or other material can be attached to the wall.
- Library staff is not available to assist in hanging artwork.
- If at any time during the run of the exhibit, a piece of art becomes dislodged from the wall, the artist will be notified promptly and will be expected to come to the library to re-hang the art as soon as possible.
- The exhibit area is a community space in a high traffic area thus safety is an important consideration.

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Art Waiver and Release

By signing this waiver, I agree to waive any property damage claim, now or in the future, that I may suffer as a result of the exhibition. I also agree to indemnify and hold the Webster Public Library, Board of Trustees, employees, and designated representatives, harmless from any property damage claim that I may suffer. I understand that neither the Library nor the Town of Webster carries insurance to cover any loss of or damage to artwork resulting from theft, fire, or any other cause.

I hereby agree that I have read this waiver in its entirety and fully understand its contents. By signing this waiver, I release and hold harmless the Webster Public Library, its Board of Trustees, and employees/volunteers from any and all claims of damages relating to the above provisions.

Name: _____

Address:_____

City: _____ State: _____ Zip code: _____

Phone: _____

Email: _____

Signature: _____

For library use:

Approved and confirmed with applicant _____

Drop off date: _____ Pick up date: _____

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