

Effective Date: January 31, 2018

## **Exhibit and Display Policy**

### General Guidelines and Conditions of Use

1. Permission to use exhibit space is at the discretion of the Sharon Public Library Director or designee.
2. Display space may be made available to organizations engaged in educational, cultural, historical, intellectual, or charitable activities on an equitable basis.
3. The Sharon Public Library adheres to the principles of intellectual freedom as described in Article VI of the Library Bill of Rights: “Libraries which make exhibit space available to the public should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use.”
4. Exhibitors can display signage on or next to the artwork/display, or library community bulletin board near the lower-level entryway.
5. The library allows for a broad spectrum of opinions and a variety of viewpoints; however, authority over the design and use of the display facilities rests with the Director. All display material must be shown to Director BEFORE being allowed to be displayed.
6. Permission may be denied to or revoked for any exhibit whose purpose is personal, commercial, and/or has the potential to cause substantial disruption or interference with the functions of the library.
7. Permission may be denied or revoked if the display is not in compliance with the Library Exhibit and Display Policy.
8. Permission to use exhibit space is conditional upon completing and signing the “Exhibit Application” and “Exhibit Release” forms available from the library website.
9. All measures necessary for the setup and removal of exhibits are the sole physical and financial responsibility of the exhibitor. This includes, but is not limited to shipping, packaging, storage, signage, labels, framing, set up and removal, and the equipment and supplies needed for same.
10. Exhibitors agree to be responsible for and to pay for all damage sustained to library property.
11. Exhibitors will not have access to electrical outlets for their displays.
12. The scheduling of exhibits will take place at the discretion of the Director and will be displayed for two weeks. Additional time may be requested and is up to the discretion of the Library Director or designee. An Artist /Exhibitor will not be allowed to reserve

exhibit space more than once during a twelve (12) month period not to exceed four weeks in a year.

13. Videotaping, cameras set up on tripods, television filming, or interviewing arranged or accomplished by the exhibitor is not allowed within the library without receiving written approval from the Library Director.
14. Materials must be picked up after the allotted display period. The library will NOT store materials.
15. Displays may not be publicized in a manner that suggests library sponsorship or endorsement.
16. A 10 percent donation for artwork that is sold during an exhibit is required for the use of the Exhibit and Display gallery and should be made out to the Sharon Public Library.
17. Use of the library for an opening reception requires a separate meeting room use application, per the Community Room policy. This application must be submitted at least four (4) weeks before the planned event.

#### Criteria of Selection for exhibit space

Priority will be determined at the discretion of the Library Director or designee

1. Library sponsored programming
2. Local groups and organizations affiliated with the library
3. Neighborhood and community-based groups and organizations from Sharon
4. Other groups who serve the needs of the community

#### **Clothing the Deborah Sampson Statue**

The Deborah Sampson statue is a gift from Sculptor Lu Stubbs in memory of an American Revolutionary War hero. Deborah disguised herself as a man and fought for America's freedom.

- As a sign of respect for the work of Sculptor Lu Stubbs and the Veteran distinction of this statue, the Board of Trustees has determined that the statue will not be clothed.
- The library is not responsible for items placed on the statue or removed from the statue.
- The library is not responsible for the storage of items found on the statue.