



**SAYVILLE LIBRARY
EXHIBIT/DISPLAY APPLICATION**

Date(s) of Exhibit: _____

Title of Exhibit/Display: _____

Name of Exhibitor and/or Organization: _____

Name of Contact Person: _____

Address: _____

Telephone #: _____ Email: _____

It is hereby agreed and understood that above exhibitor/organization will be completely responsible for materials on exhibit and display. It is further agreed that this material will be exhibited on the dates listed below. Reasonable efforts will be made to protect and preserve the materials, but it is agreed that the Sayville Library is relieved of all liability for mutilation or damage or loss of exhibit or display from any cause whatsoever.

Please attached a typed list of all items included in the exhibit/display with an estimated value for each.

The above described exhibit/display will be installed at the Library on:

_____ at _____ by _____
(Date) (Time) (Name)

The above described exhibit/display will be removed from the Library on:

_____ at _____ by _____
(Date) (Time) (Name)

I have received and read Sayville Library's *Exhibit & Display Policy* and agree to its guidelines. *

Signature of Exhibitor Date

* Please note that submitting an *Exhibit/Display Application* does not guarantee approval.



SAYVILLE LIBRARY EXHIBIT/DISPLAY AGREEMENT

Desired Start Date of Exhibit: _____

Please Check One:

Desired End Date of Exhibit: _____

- Art Gallery
- Lobby Display Case
- Adult Services Display Case

Title of Exhibit/Display: _____

Name of Exhibitor and/or Organization: _____

Name of Contact Person: _____

Address: _____

Telephone #: _____ Email: _____

Description of Exhibit : _____

Estimated Total Value of Exhibit: _____

✓ Please attached a typed list of all items included in the exhibit/display with an estimated value for each.

✓ Please include photographs or website link to photographs of exhibit items.

I have received and read Sayville Library's *Exhibit & Display Policy* and agree to its guidelines. *

Signature of Exhibitor

Date

* Please note that submitting an *Exhibit/Display Application* does not guarantee approval.

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|-------------------------------|
| ----- OFFICE USE ONLY ----- |
| Date Submitted _____ |
| Approved _____ Initials _____ |
| Notified _____ |