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 attach 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:

___________________________________________________________________________
(Date) (Time) (Name)

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

___________________________________________________________________________
(Date) (Time) (Name)

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

__________________________________________________________ Date

Signature of Exhibitor

* Please note that submitting an Exhibit/Display Application does not guarantee approval.
SAYVILLE LIBRARY
EXHIBIT/DISPLAY AGREEMENT

Desired Start Date of Exhibit: ____________________________

Desired End Date of Exhibit: ____________________________

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 attach 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. *

__________________________________________________________ Date

Signature of Exhibitor

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

---------------- OFFICE USE ONLY ----------------

Date Submitted __________________________
Approved ___________ Initials _____
Notified ____________________________