

Exhibits and Displays at the Sturgis Library

It is part of the Sturgis Library's mission to:

- Support the lifelong pursuit of personal, vocational, cultural, and intellectual enrichment.
- Foster literacy, curiosity, and creativity in library users of all ages.
- Promote the free exchange of ideas and serve as a community meeting place.

To that end, we host exhibits and displays by individuals and organizations that highlight artwork, photography, crafts, collections, or that provide information to the public.

GUIDELINES

1. Individuals and organizations may reserve the exhibit area or one of the display cases for one month at a time. Priority is given to library-related displays prepared by staff members.
2. Individuals and organizations will plan and execute their own displays and exhibits. They will familiarize themselves with the Library's exhibit space prior to the exhibit. They will provide supporting literature or information, signage, background material, and price lists. They will remove their exhibit on the agreed-upon date.
3. The Library reserves the right to refuse to exhibit and display materials it deems unsuitable, or those materials that do not support its mission.
4. The Sturgis Library will promote the exhibits and displays in their monthly newsletter and on their website. Information about the exhibit or display, or biographical information about the artist/exhibitor, should be provided to the library prior to the exhibit.
5. If an artist is offering their artwork or crafts for sale, they will work with the Library Director to establish a procedure for sale of items. The Library will receive 25% of the sale price as commission. The artist should prepare a price list sheet for staff to record sales, and provide a large manila envelope or container where staff can deposit proceeds from the sales. At the end of the exhibit, the artist/exhibitor will provide the library with the commission either in cash or by check.

To reserve exhibit space or for additional information, please contact:

Marcella Curry, Adult Services Librarian
Sturgis Library
3090 Main Street PO Box 606
Barnstable, MA 02630
508-362-6636 email: sturgisreference@comcast.net
FAX 508-362-5467

Sturgis Library Exhibit Application

Application Date:

Name of Individual/Organization:

Address:

Telephone:

E-mail:

Website or online gallery URL:

Description of Exhibit (include medium, theme, etc.):

For artists: Please provide a paragraph about yourself or your work. You may attach a resume or CV if you wish.

Exhibit month requested:

For staff use: Set up date: Take down date:

Exhibit space requested (circle one):

- Simpkins Room Art Gallery (can accommodate up to 8 framed works, no larger than 22" wide)
- Simpkins Room standing glass display case (Measures 67" wide x 31" deep x 8" high) -- great for smaller pieces (inside or on top or both).
- Wall display case in lobby (Measures 56" wide x 50" high x 12" deep) -- shelves optional
- Lobby standing glass display case (Measures 71" wide x 32" deep x 15" high) -- great for smaller pieces (inside or on top or both).

Waiver of Liability: I, the applicant, have read and agree to abide by the Library's exhibit and display guidelines. I understand that the Sturgis Library accepts no responsibility for the preservation, protection or possible damage or theft of any item displayed or exhibited and that all items placed on display at the library are done so at the owner's risk. I have read the above Waiver of Liability and assume responsibility for observing all Library exhibit regulations.

Signature

Date