

Displays and Exhibits Policy

The Hampton Falls Free Library makes exhibit space available for exhibits and displays that support Library programs and would be of interest to the community. The choice of works or items to be exhibited rests with the Library Director and/or the Board of Trustees.

1. Exhibits must be scheduled in advance with the Library Director and shall occur within a time frame that is acceptable to the Library Director.
2. Selecting a suitable area, venue or method of display is at the discretion of the Library Director after consulting with the exhibitor and staff. Any materials and labor associated with mounting an exhibit shall be the responsibility of the exhibitor.
4. The Library will also accept for display some materials that are available for public sale. Prices, however, cannot be displayed in the exhibit. The exhibitor may provide a list of prices and contact information, available to the public upon request. Sales will be handled directly by the exhibitor or the exhibitor's agent.
5. The Hampton Falls Free Library assumes no responsibility for the loss, theft, or damage of any property connected with any show and all exhibitors must sign a waiver accepting full responsibility for the safety of all items in the exhibit.
6. Exhibitor's items must be removed in a timely manner upon the conclusion of the exhibit.
7. Any damage to Library property in the process of setting up or dismantling an exhibit is the responsibility of the exhibitor.

Hampton Falls Free Library Displays and Exhibits Waiver

I, _____, hereby lend the following works of art or other materials to the Hampton Falls Free Library for exhibit purposes only. In consideration of this privilege, I, hereby release the Hampton Falls Free Library from any responsibility for their loss, damage, or destruction while they are housed at the Library.

Exhibit to be held on/from _____, 20____

Description of items to be exhibited:

Signature: _____ Date: _____

Address _____ Tel: _____

Email: _____