

Grand Island Memorial Library

Display Policy

1. The displays presented in the library are to be of an educational, cultural, commemorative or public service nature. The display cases are not to be used for advertising, political or commercial purposes.
2. Identification of the sponsor or provider shall be included in the display on a card or sign no larger than 3"x5".
3. Topics are to be appropriate to the audience, taking into consideration the ages and diversity of the likely viewers.
4. Neither the Library Board of Trustees nor the staff shall be held responsible for any loss or damage to items used for display while on the Library premises.
5. Displays may be installed upon receipt of approval of the Director. The Library staff will not be responsible for the installation.
6. Individuals or groups using the Library's display case must sign a release form. (attached)
7. The Library does not necessarily advocate or endorse the viewpoints of parties permitted to utilize display cases or exhibit space.

This policy is determined by the Library Board of Trustees and is subject to periodic review and/or revision at the discretion of the Board. Appeals may be submitted to the Board in writing.

Adopted Grand Island Memorial Library Board of Trustees 5/3/90

Revised 5/19/94

Revised 12/2/30

Revised 7/19/07

Revised and updated release form approved 9/6/18



Exhibits and Displays Application and Release Form

The Grand Island Memorial Library (GIML) display cases and exhibit spaces are intended for exhibits or displays related to library business or library-sponsored activities and public service items of educational, cultural or civic interest to the community. Mounting of exhibits or displays does not indicate Library endorsement of the ideas, issues or events promoted by those exhibits or displays.

I agree that I have read and will abide by the rules of the Grand Island Memorial Library Exhibits and Displays Policy. I hereby release, indemnify and hold harmless the GIML and GIML Board of Trustees from any claim, suit, or loss related to this exhibit/display.

Print name: _____

Signature: _____

Organization Name: _____

Org. Address: _____

City: _____ **State:** _____ **Zip:** _____

Date: _____

Phone # Day: _____ **Evening:** _____

E-mail Address: _____

Description and Title of the Exhibit/Display: _____

Number of Items to be Displayed: _____

Exhibit/Display Format: circle all that apply

Tabletop

Freestanding Panels

On easels

Separate 3 – dimensional objects

Framed artwork

Prints

Photos

Other: _____

Library Name: _____

Location in the Library : _____

Exhibit Set Up Date: _____

Exhibit Take Down Date: _____

Approval By: _____ **Library Phone #:** _____

Date of Approval: _____

This signed original form should be kept with the library. A copy of the signed form should go to the exhibitor