



## Exhibits and Displays Application and Release Form

*Buffalo & Erie County Public Library (B&ECPL) 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 Buffalo & Erie County Public Library Exhibits and Displays Policy. I hereby release, indemnify and hold harmless the B&ECPL and the B&ECPL 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:** \_\_\_\_\_

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