



Artwork Display Policy

The Bondurant Community Library would like to support our local arts community by offering artists the opportunity to publicly showcase their work. Using a highly visible location, our goal is to display high quality, original artwork with preference given to local artists and subject matter.

The Display Space:

The display walls are located in the hall outside the meeting rooms. The walls are painted off-white as a neutral background and are set up with a Gallery One gallery system. The system consists of wire cables which can be moved along the wall and a hook system to secure the artwork. Several doors are located in the hallway so the display space is not continuous. The wall behind the display should not be damaged in any way. Exhibitors assume responsibility for any damage to library property resulting from their use of the display space.

The display case is located at the east end of the hall and can be used for three-dimensional artwork and unique collections.

Application:

The “Artwork Display Application Form” is available both in-person at the library and on the library’s website. Submissions can be made in person, by mail, or by email. Applications may be submitted at any time. Previously selected artists may apply again, however only one application from any artist will be considered at any given time. The

Library Director and/or Library Board of Trustees will review all submissions and have sole and exclusive discretion about which artists and artworks will be displayed. All decisions are final.

Selected artists will be contacted by the Library Director to arrange the dates for display and the dates for installation of the display. Each display will remain in place for a mutually agreed upon time. No display will remain in place indefinitely.

All selected artists are required to sign an “Exhibit Release Form” which releases the library from any responsibility for display items. The library assumes no responsibility for loss, damage, or destruction of items while in transit, while on display, or during the set-up or take down of the exhibit. All items brought to and placed in the library are done so at the owner’s risk.

Guidelines:

- All artists shall present their exhibits in a tasteful, artistic, and professional-looking manner.
- Granting of permission to display materials does not imply library endorsement of content; nor will the library accept responsibility for the accuracy or inaccuracy of the statements made in such materials.
- All displays must meet existing State and Federal laws on obscenity, libel, defamation of character, and invasion of privacy. Displays may not promote or represent any activity or purpose that is in violation of local, state, or deferral ordinances or laws, including copyright and public performance laws.
- Displays may not oppose or support either a candidate for elective office or an issue appearing on any ballot.

- Displays may not be used for either promotion or opposition of specific religious or philosophical/motivational groups.
- No exhibitor may solicit members or contributions in their exhibits.
- Prospective exhibitors should keep in mind that the display space is located in a very open and prominent part of the library and will be viewable to patrons of all ages. Accordingly, the library discourages proposed exhibitions that include significant elements of sexually explicit imagery, nudity, or graphic depictions of violence.
- The name of the artist responsible for the display may be included in clear view as a part of the display.

Sales:

The library is not in any way involved in the sale of items on display. The artist may provide his/her name and contact information as a part of the exhibit and will handle patron requests for information on sales directly. The sales of any exhibited materials must take place after the exhibit has ended. No works of art may be removed during the exhibit period.

Publicity:

A short description, with or without photograph(s) of the display may be included in the library's advertising including the library's website, Facebook page, events handouts, newsletters, or other community/local news outlet. All publicity created by the library and any photographic or written record of any exhibit is the property of Bondurant Community Library, and the artist/exhibitor recognizes, agrees, and authorizes the library to make whatever use of such, at any time into the future, the library deems appropriate.

Adopted by the Bondurant Community Library Board of Trustees
October 2021

Reviewed: 11/2023

Bondurant Community Library
Artwork Display Application Form

Bondurant Community Library welcomes local artists and photographers to exhibit their work in the library!

A copy of the *Artwork Display Policy* can be obtained at the library's front desk or on the library's website. Completed applications may be delivered in person, by mail, or by email. Applications must be accompanied by photographs or file attachments (if sent by email) with JPEG images containing photographs of the artwork to be exhibited/displayed. Any materials received by the library will not be returned to the sender without prior arrangement by the applicant with the Library Director.

Name: _____

Email: _____

Address:

City: _____ State: _____

Zip: _____

Phone Number: _____

Best time to call: _____

Briefly describe the exhibit/display, the number of works to be exhibited/displayed, and the approximate dimensions of the works:

Which dates are your works available for display?

I understand that this application does not constitute a contract. If my work is chosen, I will be contacted by the Bondurant Community Library to arrange formal dates for the showing. I understand that in offering my works of art to be exhibited/displayed in the library, I release the Bondurant Community Library and all related entities from any liability for injury or damages, destruction, loss, or theft of item(s) that may occur during the exhibit/display period, during the installation or removal of the exhibit/display, or in the transportation of the exhibit/display.

Signature: _____

Date: _____

Parent's/Guardian's Name:

(If applicant is under 18 years of age)

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**Have you remembered to include photographs of the works you
intend to display?**