DOBBS FERRY PUBLIC LIBRARY

APPLICATION FOR GALLERY SHOWING

INSURANCE WAIVER: The Friends and the Library assume no liability for items installed, displayed or exhibited. The Library does not insure exhibits. The Library has security cameras installed in the gallery, but will provide no special security personnel. The risk of loss, theft or damage will be held by the exhibitor. Artist must establish value of works and take out insurance, if deemed necessary.

I, (signature)________________________________________ agree that the Dobbs Ferry Public Library is not responsible for damage or theft.

Name (Print) _______________________________________________________

Address___________________________________________________________

City/State________________________________________  Zip_______________

Telephone______________________________  E-mail Address______________________________

TITLE OR SUBJECT MATTER OF EXHIBIT _________________________________________

GALLERY AREA(S) YOU WISH TO RESERVE: Community Room ____ Plotkin Gallery____ Other____

DATE OF HANGING_______________  ARTIST BIO & STATEMENT SUBMITTED? YES  NO

RECEPTION DATE__________________ TIME ___________ to ______________

$100.00 Security deposit for opening reception required: Check #:_______________

Date Received____________________ Date Refunded_______________________

DATE OF REMOVAL__________________

This completed form must be submitted and approved by the Library Director, three weeks prior to hanging of exhibit (copy will be given to artist).

Staff member: ______________________ Date:____________________