



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: _____