

Exhibits and Display Policy (Approved 9/25/01)

The Display areas of the Eastern Oklahoma District Library System facilities are primarily intended to support the goals of the public libraries of the system; to further the cultural, informational and education needs of the people of the EODLS region. In providing free exhibit space for public use, the Libraries of the System support the American Library Association's Library Bill of Rights, which states:

"Libraries which maintain exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use."

Some branches may choose to limit their display areas to library related activities only. Individual booking arrangements differ from branch to branch. Branches that allow community exhibits will follow these regulations.

Regulations Regarding Exhibits and Display Areas

1. Displays must be educational, cultural or informative.
2. Posting of materials by the library does not indicate the library's endorsement of the issues or events promoted by these materials. The library reserves the right to solicit representation of an alternative point of view when an exhibit or display may become controversial with the community where it is housed.
3. Reservations for exhibits will be taken up to one year in advance of the time the exhibit will be displayed.
4. The exhibitor will prominently display the name of the individual or organization that is responsible. The name, address and phone number of a contact person will be included.
5. The exhibitor will deliver and pick up items at the time specified and will arrange the display and dismantle it.
6. The exhibitor will sign a disclaimer form. The library assumes no responsibility for the preservation, protection or possible damage or theft of any item displayed or exhibited. All items placed in the library, as a part of the exhibit, are done so at the owner's risk. (See "Exhibits and Display Release Form".)
7. No prices are to be posted on the display items. The sale of any items will be handled privately without library staff intervention.
8. The library reserves the right of refusal to anyone who violates these regulations.
9. Displays and exhibits sponsored or co-sponsored by the individual branch or library system may be exempt from these regulations.
10. The library and/or library system's displays are given precedence when scheduling exhibits. The library reserves the right to reschedule exhibits and displays when the areas are needed for library purposes.

Exhibits and Display Release Form

I, the undersigned, hereby lend the following works of art or other material to the

_____ (a branch of the Eastern Oklahoma District Library System)

for exhibit purposes only. In consideration of the privilege of exhibiting them in the Library, I will provide my own insurance coverage and I hereby release said Library from responsibility for loss, damage, or destruction while they are in the possession of the Library.

I have read and will obey the Regulations listed in the Exhibits and Display Policy.

Exhibit to be held in the _____ (name area in library)

During _____ (time of exhibit)

Description of materials displayed: _____

(Signature)

(Address)

(Telephone)

(Date)