

SINCLAIRVILLE FREE LIBRARY DISPLAY POLICY

Display space in the Sinclairville Free Library will be provided as available for the interest, information, and enlightenment of the community. Individuals and community organizations will be encouraged to provide exhibit materials of a civic, cultural or educational nature, rather than for commercial or political purposes.

Exhibit topics are at the discretion of the Library Manager and each item must meet the library's standard of value and quality.

The Library Manager reserves the right to reject any part of an exhibit, or to change the manner of display.

All items displayed in the library are done so at the owner's risk. The Board of Trustees and employees of the Sinclairville Free Library assume no responsibility for the preservation, protection or possible damage or theft of any item exhibited. Transportation, mounting and dismounting of the exhibit is the sole responsibility of the owner. Items for the display will not be accepted without a waiver signed by the owner, absolving the Sinclairville Free Library for loss or damage to property on display.

Adopted 6/28/2023

Display Space/Exhibit Waiver Form

Owner of item on display _____

Address _____

Phone _____ Cell phone _____

Description of items received (note number and kind)

Condition of items: (note any damage, etc.)

Name of person installing exhibit _____

Dates of exhibit _____

The above information is correct. I absolve the Board of Trustees, the employees of the Sinclairville Free Library of the liability for loss or damage to the property on display.

Signature of owner _____

Date _____

Signature of receipt by _____

(staff member name) _____

(date) _____