

Carver Memorial Library Art Exhibit Policies

The Carver Memorial Library facilitates the display of artworks, items of cultural, regional, or other significance, and other artifacts deemed to provide value to the community in order to enhance the experiences of library patrons and to foster community learning and creativity.

General Guidelines:

- Library exhibits will be planned and curated by the library gallery coordinator with oversight from the library director, and ultimately, the trustees.
- All artworks or artifacts (henceforth referred to simply as “works”) accepted for display will be installed by the library gallery coordinator and must meet existing local, state, and federal laws on copyright, obscenity, libel, defamation of character, or invasion of privacy. Works must be appropriate for all ages and respectful of all groups and peoples, as determined by the library.
- Acceptance of any works for display does not imply endorsement of the artist’s viewpoints, beliefs, or artistic expression by the Carver Memorial Library’s volunteers, staff, trustees, or the Town of Searsport.
- Works may be submitted by application from individuals, groups, and entities. The exhibit coordinator will also periodically engage the community to gather works. The privilege of showing works on library property shall be granted only with a signed agreement from the owner of the works to be displayed, which includes a release of liability.
- The curation of works will emphasize community enrichment and learning, and works created by or with significance to the Searsport area and community will be given priority.
- All works will be fairly and objectively evaluated in accordance with the following criteria:
 - Craftmanship and quality
 - Feasibility of installation or display
 - How significant the works are in the context of historic or communal value
 - Alignment with the library’s programs, mission, values, or initiatives
 - How the works integrate with the library’s past and future exhibit schedule
- The library reserves the right to reject any and all works.
- No monies shall exchange hands, either for showing the works or to view works on display. No works displayed in the library shall be offered for sale while installed on library property, unless approved by the gallery coordinator, library director, and trustees. This sale of works shall **only** be considered for works that are part of a library fundraising campaign defined in advance. Transfer of ownership of all other works for any other reasons shall need to occur after the agreed exhibit timeframe has passed, and will not concern or be facilitated by the library in any way.
- The library reserves the right to reschedule or cancel exhibits at any time, including the right to discontinue holding exhibits.

Adopted by the Board of Trustees September 8, 2022.

Carver Memorial Library Art Exhibit Agreement

Name: _____

Address: _____

Phone: _____ Email: _____

Desired
Exhibition

Dates: _____

Description of
Works:

Exhibition Terms:

- I acknowledge that I have read and agree to the library’s policies regarding exhibits.
- I acknowledge that the library reserves the right to reject any and all works, as well as the right to change exhibit dates or to cancel exhibits altogether for any reason.
- I acknowledge that my submission is going to be evaluated by the gallery coordinator in accordance with the library’s general policies regarding exhibits and that there are no guarantees that my submission, or any individual works comprising it, shall be displayed.
- I acknowledge that the Carver Memorial Library and the volunteers, staff, and trustees are not responsible in any way for any damages or losses (tangible or otherwise) that may occur to or as a result of works submitted.
- I acknowledge that I am responsible for any insurances, appraisals, claims or other such considerations for works submitted.
- I acknowledge that no monies will be exchanged for the display of works submitted, nor for the viewing of such works.
- I acknowledge that my works shall not be sold while on display at the library and that any sales that occur after exhibition will be my own business and responsibility, with no involvement of the library.
- I acknowledge that I may submit business cards or another form of contact information to be displayed along with the works. The placement of this information will be determined by the gallery coordinator or library director.
- I acknowledge that the dates I have requested may not be the actual dates of showing if my submission is accepted. All dates, and durations of showing, will be dictated by the library gallery coordinator or director to align with library scheduling.
- If my submission is selected, I agree to deliver my work for installation at least 3 days in advance of the exhibition start date to allow for work placement planning and installation, or as arranged with the gallery coordinator.
- I acknowledge that I may, with permission from the gallery coordinator and library director, organize an event in conjunction with the display of my works. I acknowledge that I am solely responsible for any invitations or event accommodations (refreshments, chairs, etc.) as well as clean up after the event.
- I agree that all press releases will be coordinated with the library director before being released, in accordance with the library’s Publicity Policy. I may provide information, photos, or written copy to the library for press releases, which may be edited before publication. The library reserves the right to publicize or not as time and resources allow.
- I acknowledge that I am responsible for picking up all works by 3 days after the exhibit end date, or as arranged with the gallery coordinator. If, 21 days after the exhibit has ended, I do not pick up these works, they become property of the library and I forfeit all rights and ownerships to the works. I acknowledge that these works will be disposed of however the gallery coordinator and library director see fit.
- I agree that my conduct may dictate whether or not I am allowed to hold future events for exhibit openings or have my work shown on library property.

By signing this application, I hereby agree to the terms of the agreement.

Signature: _____

Date: _____