

EXHIBITOR'S AGREEMENT

KELLOGG--HUBBARD LIBRARY

135 Main Street, Montpelier, Vermont 05602-2992 Phone/Fax 802.223.3338
www.kellogghubbard.org

THE LIBRARY WELCOMES LOCAL ARTIST AS EXHIBITORS IN THE CHILDREN'S LIBRARY (FOR CHILDREN'S ART), THE A. DOUGLAS HAYES MEETING ROOM, THE KAREN KITZMILLER ROOM ON THE 2ND FLOOR, AND THE FRANCES HOLMES ROOM ON THE 1ST FLOOR. PLEASE EXAMINE THIS AGREEMENT CAREFULLY, THEN SIGN AND RETURN IT.

Artists interested in exhibiting must:

- Provide one or more photographs of representative work for the exhibit.
- Check with the library staff to book exhibit space.

Limitations

- Display methods must be approved in advance by the library staff.
- All work must be hung from the picture rails.
- Nails or adhesive are not permitted in the walls. Please check with staff before affixing labels.
- No library furniture may be moved to accommodate art work.
- No art-making of any kind at the library.
- Please do not schedule set up on summer Saturdays.
- No alcohol permitted at receptions.

Artist Responsibilities

- Invitations, flyers or posters for the exhibit are the responsibility of the artist.
- Ensure that all work is suitably framed for hanging.
- Ensure that you have the correct supplies and manpower required to hang the work.
- Provide the library with information on the exhibit and the date of the exhibit.
- Provide a publicity poster for the library bulletin board.
- Book a meeting room should you wish to have a reception.

Security/ Liability

- Exhibits are open during regular library hours*, when members of the library staff are on duty nearby. Because it is a public building, the Kellogg-Hubbard Library cannot be responsible in the event of damage or loss to items exhibited or injury during installation or participation in the exhibit.

Donations to the Kellogg-Hubbard Library fund from people who sell work exhibited at the Kellogg-Hubbard Library are gratefully accepted. The suggested donation is a minimum of 10% of sales.

Waiver of Liability and Indemnity Agreement for Art Exhibit Installation

Agreement between:

Participant's Name:

_____ and the KELLOGG-HUBBARD LIBRARY
(Print Name)

I have read and agree to abide by the terms set forth in this agreement and I agree to exhibit my work at the Kellogg-Hubbard Library. I also acknowledge that participation in an unsupervised art exhibit carries certain inherent risks, including damage to items exhibited or injuries incurred by the artist. I hereby agree to assume all such risks.

I also hereby release, waive, discharge, and covenant not to sue The Kellogg-Hubbard Library, its officers, employees, and agents from liability from any and all claims including the negligence of Kellogg-Hubbard Library, its officers, employees and agents, resulting in personal injury, accidents or illnesses (including death), and property loss arising from, but not limited to, participation in the KHL Art Exhibit.

I also hereby agree to indemnify and hold the Kellogg Hubbard Library harmless from any and all claims, actions, suits, procedures, costs, expenses, damages and liabilities, including attorney's fees, brought as a result of my art exhibit at the Kellogg Hubbard Library, and to reimburse the library for any such expenses incurred.

Signature: _____ Date: _____

Medium Used _____

Title for Exhibit _____

Hanging Date _____

Opening Date _____

Take Down Date _____

Optional:

Public reception Date: _____

Public reception Time: _____ from _____ P M

Public reception Location: _____ Room