

Displays and Exhibits Policy

Revised and Approved April 2, 2007

Revised and Approved June 11, 2012

As an educational and cultural institution, the Kinderhook Memorial Library welcomes exhibits and displays of interest, information and enrichment to the community.

Bulletin board materials may be submitted for posting by nonprofit organization for civic, education, or cultural purposes. Such organizations may submit literature publicizing a specific event. Limited space generally allows only short-term notices. The director must approve all postings and may prohibit postings which do not meet library standards. Library staff will place and remove postings promptly. The Library will not be responsible for returning materials posted.

Displays of handiwork, historical material, nature study, or any other material deemed of general interest may be exhibited. The director shall accept or reject material offered for display based on its suitability and the availability of display space.

The Library assumes no responsibility for the preservation or protection, and no liability for possible damage or theft of any item displayed or exhibited. All items placed in the Library are there at the owner's risk.

The main rooms of the Library are available for public displays and exhibits. A release must be signed by the exhibitor before any artifact can be placed in the library. An example of the release follows:

The Kinderhook Memorial Library Display and Exhibit Release

I, the undersigned, hereby lend the following works of art or other material to the Kinderhook Memorial Library for exhibit purposes only. In consideration of the privilege of exhibiting them in the Library, I hereby release said Library from responsibility for loss, damage, or destruction while they are in the possession of the Library.

Exhibit to be held in the _____

On the date(s) of _____

Description of materials loaned _____

Signature _____

Date _____

Address _____

Telephone _____