



Commack Public Library Art Exhibit Policy

It is part of the Commack Public Library's (the "Library") mission to provide access to intellectual and cultural resources for the community. Displays are intended to complement the Library's educational mission and to enhance the public's experience of the Library. For the purpose of this policy, the term "display" includes wall exhibits in the lower-level Quiet Study Area.

The Library allows community groups, organizations, or individuals to display their artwork in the Library. Displays must be of an educational, cultural, civic, or recreational nature. All displays must meet existing federal, state, and local laws and/or codes including, but not limited to, those on obscenity, defamation of character, or invasion of privacy. Displays may not be for: (i) commercial purposes, (ii) solicitation of business; (iii) political campaign poster; and/or (iv) fundraising. The Library reserves the right to deny, cancel, or rescind displays at any time for no reason or any reason which is not precluded by law. The fact that an individual or organization is permitted to use a Library display area in no way constitutes an endorsement by the Library.

The Library retains the sole discretion to determine the length and location of all displays. Displays are available for viewing during the hours that the Library is open to the public. Should the Library need to preempt a previously scheduled display for the Library's purposes, the Library will make every effort to schedule an alternate date for the display.

Applications for exhibit space must be submitted to the Programming office. The Library Director will have final approval of all displays and will accept or reject material for display in accordance with this policy and availability of space. The Library will have the final decision on details involving the exhibits.

The Library assumes no responsibility for the possible damage or theft of any item displayed or exhibited. The Library is not responsible for the security of displayed items. All items are understood and acknowledged to be displayed at the exhibitor's sole risk.

Each Exhibitor must:

- Submit an application for use of exhibit space. (Application attached)
- Sign and return the Exhibitors Agreement and Release form
- All pieces to be displayed must be framed and or mounted and suitable for hanging-safely.
- Absolutely nothing may be attached or adhered to the walls.
- A price list may not be displayed; however, the artist may display a contact name, telephone # and address.



Receptions:

The Artist may schedule a date for a reception with the Programming office. Once the Artist receives approval of the requested reception, he/she can make appropriate arrangements. All arrangements for exhibit openings or receptions are solely the responsibility of the exhibitor. No alcoholic beverages may be served.

Art Exhibit Application

Name of Artist: _____

Name of Display: _____

Delivery Date: _____ Removal Date: _____

Dates of Exhibit – From _____ to _____

Signature _____

Phone _____

Email _____

Adopted by the Board of Trustees on 10/17/2023