

## MEETING ROOM EXHIBIT POLICY

**John Curtis Free Library  
534 Hanover Street  
Hanover, Ma 02339  
(Phone) 781-826-2972 (Fax) 781-826-3130**

The John Curtis Free Library is pleased to accept applications for exhibits in the library. Applications may be submitted at any time to the Library Director. Responses to applications are typically made within a week.

The library is happy to showcase community artists, particularly those without the reputations and resources that would enable them to exhibit at art museums or commercial galleries. Exhibitors are not charged for use of the facilities; the library does receive a 20% sales commission from any piece sold during a show. Checks should be made payable to the John Curtis Free Library.

The artist is responsible for hanging the show and should familiarize him/herself with the features and limitations of the gallery space before submitting an application. No nails, thumbtacks, adhesives, pushpins, etc. may be used directly on the walls. Labels may be adhered to the frame of the work, or applied to the walls only with "sticky tack".

The John Curtis Free Library is not responsible for the safety and care of the works displayed. Exhibitors may want to explore insurance options through their own agents. Exhibitors must provide the Library Director with a list of the title, size, media and the price of each work to be exhibited along with personal contact information

Name:(Print)

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Signature

Date

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Your signature indicates that you have read and accept the above terms and provisions.