

Pelham Public Library Display Case Application & Waiver

Members of the public who wish to exhibit a special collection in the Library’s display case must fill out an application and receive approval from the Library Director. Displays must adhere to our Library Display Case Policy. The exhibitor’s name or organization must be posted with the exhibit. Contact information is allowed but not required.

Name of Person Responsible:

_____ Post with exhibit.

Organization (if applicable):

_____ Post with exhibit.

Contact Information:

Address: _____ Phone: _____ Email: _____

Proposed contents of display:

I have read, understood, and agree to adhere to the Pelham Public Library Display Case Policy.

I agree that my property is displayed at my own risk. The Pelham Public Library is not responsible for damage or loss of my property, nor for any costs incurred, while displayed or during set up and removal.

Exhibits may begin no sooner than the first day that the library is open in a month. They must be removed by the date indicated below, which can be no later than the last day that the library is open in the same month. If not removed by this date, the Library will contact the Pelham Police Department to remove abandoned property at the owner’s expense.

Proposed Month For Display: _____ Agreed Upon Removal Date: _____

Signature: _____

Print Name: _____

Date: _____

Date Approved by Library Director: _____ Signature: _____

If checked, exhibitor is approved to rearrange display case shelving.