

## **Rye Public Library Art Acceptance and Display**

The Rye Public Library encourages use of space in the building for exhibits of art and other displays of general interest. Choices of works or items to be exhibited rests with the Board of Trustees and will be limited by available space.

The Board of Trustees will determine whether or not donated artwork is appropriate for the Library. Art works will be evaluated by the Board and a recommendation will be made to the Library Director to accept or refuse gifts. Art works donated to the Library shall become the exclusive property of the Library. The Library reserves the right to determine the location and duration within the Library for display. Donors may request that gifts judged no longer appropriate for the Library shall be returned to the donor. It is the responsibility of the donor to have art donations appraised for tax purposes

The Board of Trustees, in consultation with the Library Director, will determine whether an artist's request to exhibit his or her work is appropriate for the Library. Exhibit space is primarily in the Meeting Room on the lower level. Artists should be aware that this is a non-secure location open to the public. Artists should carry their own liability insurance on their works of art. The Library shall not be responsible for damage or loss. The duration of an exhibit will be determined by the Board and the Library Director and may vary. The duration will be clearly specified at the time the decision is made to accept the piece.

Anyone wishing to exhibit and/or donate a piece(s) of art to the Library should fill out a request form and return it to the Board of Trustees, Rye Public, 581 Washington Rd., Rye, NH 03870. Please submit a photograph, if possible. The Board will normally take up requests at the next scheduled Board Meeting and notify each person of its decision in writing.

Adopted by The Rye Public Library Board of Trustees  
March 26, 2001

Rye Public Library  
581 Washington Road  
Rye, New Hampshire 03870  
603-964-8401

**Request to Donate or Display Works of Art in the Library**

**Date of Request:** \_\_\_\_\_

**Name:** \_\_\_\_\_ **Telephone #:** \_\_\_\_\_

**Address:** \_\_\_\_\_

\_\_\_\_\_

**Please describe the work(s) of art (attach photograph if available):**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Please check one:**

**I wish to display the above described work(s).**

**I wish to donate the above described work(s).**

**I agree to the terms in the Rye Public Library Art and Display Policy (copy attached).**

\_\_\_\_\_  
**Your Signature**

\_\_\_\_\_  
\_\_\_\_\_

**Artwork accepted for permanent display.**

**Artwork accepted for \_\_\_\_\_ months.**

\_\_\_\_\_  
**Rye Public Library Board of Trustees**

\_\_\_\_\_  
**Date**