

## Exhibits and Displays

The Southold Free Library provides space to the community for art exhibits and displays. The Lucy Hallock Folk Room has wall space and a hanging system for exhibiting artwork.

The Friends of the Southold Free Library oversee the exhibits and are responsible for scheduling all exhibits and artist receptions.

Exhibits run for two months, beginning on the 1st day of the month and ending on the last day of the subsequent month.

Exhibitors:

- are responsible for hanging/mounting their art.
- may not be used for advertising or political campaigns.
- are encouraged to provide information pertinent to their artwork, as well as biographical information.
- Must sign and return an exhibitor's agreement and release form. The Friends of the Southold Free Library and the Southold Free Library are not responsible for any damage or theft of any work left in the gallery.

Hours for exhibiting will be the regular hours of the Southold Free Library

Artists may hold a reception one day during the exhibit. Receptions usually last 1.5-2 hours. Alcoholic beverages are not permitted. Receptions will be scheduled so they do not conflict with other scheduled library events. They must conclude a half hour prior to the Library's closing, and all clean up must be complete before the Library closes.

For artwork that is sold, the Friends of the Library will oversee sales, and will retain 20% of the price of any work sold. The Library will accept payment by check made out to The Friends of the Southold Free Library. Works that are sold will remain on display and marked sold, to be picked up by the buyer at the conclusion of the exhibit.

The final decision regarding the display content and arrangement of an exhibit is reserved to the Southold Free Library. The Southold Free Library reserves the right to cancel displays at any time for any reason.

*Accepted by the Board of Trustees 3/24/2020*