



Display Case and Wall Art Exhibitor Agreement

Hastings Public Library - 227 E. State St. - Hastings, MI 49058
269-945-4263 - 269-948-3874 (Fax)

The Hastings Public Library offers a limited amount of display space in the library for individuals and groups to educate, inform or engage the community. Public display areas are not intended as public forums for public speech and expression but should be used to enhance the library's mission to provide a gathering place connecting people with resource and opportunities to explore, imagine, and grow.

1. Placement and removal of exhibits will be the responsibility of the exhibitors and may be conducted only during regular library hours.
2. The Library assumes no responsibility or liability for the preservation, protection, loss of or damage to any part of an exhibit. All items placed in the library are done so at the exhibitor's risk.
3. Display of items or posting of notices does not constitute an endorsement by the library.
4. Determination of the appropriateness of the display or material for posting is at the sole discretion of the Library Director or delegated representative.
5. The library is not in any way involved in the sale of any exhibit item. No prices or price lists are to appear with the exhibit, nor will library staff give any indication of an item's value.
6. If the exhibitor desires insurance, they must arrange for it at their own expense.
7. The library cannot provide storage for displayed items before or after the designated display timeframe.
8. Exhibitor understands the Library may take photos and/or use their exhibit in PR efforts including but not limited to online social media like Facebook, the Library's website and appropriate print media.
9. Displayed items not removed by the exhibitor within 14 days of the end of the display period may be disposed of by and at the Library's discretion.

By signing this agreement, the individual or organization displaying agrees to indemnify and hold harmless the City of Hastings, the Hastings Public Library, its employees and the Board of Trustees from liability in case of theft, vandalism, fire or any other loss or damage to the exhibited materials. The exhibitor understands that none of the exhibitor's property will be covered by any fire or theft insurance procured by the Library or City of Hastings. Accordingly, the exhibitor shall be responsible for appropriately insuring the exhibitor's property. The exhibitor acknowledges that the exhibit area and cases have been inspected by the exhibitor and they are willing to display property and assume whatever risk of loss or damage there may be.

_____ Name of Exhibitor	_____ Signature of Exhibitor	_____ Date
_____ Exhibitor Phone #	_____ Exhibitor Address	
_____ Display Dates	_____ Signature of Library Representative	_____ Date