

East Providence Public Library Exhibits & Displays Policy

The East Providence Public Library provides exhibit and display space for Library-sponsored activities and community displays of educational, cultural, or civic interest, free of charge. Exhibits do not imply Library endorsement. Exhibits and displays also offer opportunities to showcase local talent.

Exhibit and display space is provided as a public service and the Library does not necessarily endorse the beliefs or views of the exhibitors.

Exhibit Areas & Dimensions

Weaver Library Exhibit Wall: 15' wide and 10' 8" high.

Riverside Library Display Case: 70" tall x 34" wide x 12" deep. Six interior shelves 10"-12" high. Glass with mirrored back. Shelves can only be adjusted with Library staff approval and supervision.

Guidelines

Requests & Scheduling:

Exhibit requests are reviewed in the order received. The Library may limit size, number of items, duration, and frequency of exhibits.

The needs of the library take priority over all exhibits.

Content:

Displays must be appropriate for all ages and not for commercial purposes.

The content of the displayed materials do not necessarily reflect the Library's viewpoint.

Presentation:

Artwork must be gallery ready and adequately fill the space. Only the available picture hanging system fixtures should be used. No tape, other adhesives, or nails and hooks may be used on the exhibit wall.

Exhibits and displays may include a credit line with the exhibitor name.

Installation & Removal:

Exhibitors are responsible for transport, setup, and removal of displays.

The Library cannot store exhibits or display materials.

Liability & Insurance:

The exhibitor assumes all risk and must sign a release form prior to installation.

Insurance coverage is the exhibitor's responsibility.

Sales:

The Library does not handle sales or negotiations. Prices may not be displayed.

Sales are arranged privately between artist and buyer.

Publicity:

Exhibitors may publicize their displays but may not imply Library endorsement.

The Library does not guarantee promotion but may promote exhibits/displays at its discretion.

Eligibility:

Only original artwork may be displayed on Library walls.

Display cases may include original or curated materials/items.

Commercial exhibits or displays used solely for marketing are not permitted.

Required Documents:

Applicants must complete an application and release form before approval.

Questions:

Direct questions to the Public Services Librarian via phone or email.

Appeals:

Applicants may appeal a decision by sending an email to the Library Director.