

Richard Salter Storrs Library

693 Longmeadow Street ♦ Longmeadow, MA ♦ Phone: (413) 565-4182 ♦ Fax: (413) 565-4183

Art Exhibit Reservation Request and Release

Please complete this application and return it to:

Richard Salter Storrs Library

693 Longmeadow Street

Longmeadow, MA 01106

Attn: Heather Marchetta

FOR LIBRARY USE ONLY

Date Application Rec'd: _____

Date Application Approved: _____

Confirmation Letter: _____ Sent:

Name: _____

If student, please provide the following information:

School Name: _____

Name of Instructor: _____

Address: _____

Home Phone: _____ Cell Phone: _____

E-mail: _____

Website: _____

Briefly describe the exhibit and the number of works to be exhibited:

Month/year you wish to reserve the exhibit area: _____
(Exhibit space may be reserved by calendar month only.) Month Year

The Richard Salter Storrs Library assumes no responsibility for the preservation, protection, possible damage or theft of any item exhibited or displayed. All items placed in the Library are done so at the owner's risk.

You represent and warrant that You are the sole and exclusive author of the work, and that You have not violated any other party's copyright in Your creation and/or derivation of the work. In the event that a third party holds the Richard Salter Storrs Library liable for copyright infringement as a result of the Richard Salter Storrs Library's display of the work, You shall indemnify and hold harmless the Richard Salter Storrs Library.

*I have read, understand and agree to abide by the Library's Art Exhibit Guidelines.
I agree to assume full responsibility for the exhibit and to insure that it is set up and removed on time.*

Signature: _____ Date: _____