



Exhibiting Artwork at the Hanna Library

1. All exhibitions will be by Hanna and district artists or groups. Exhibits may consist of one or more art forms, or may follow a theme.
2. Due to the nature of the facility, work considered offensive by the library will not be exhibited. Acceptance and display of any work of art is at the discretion of the library and decisions are final.
3. Once art is submitted for exhibition, it must remain exhibited in the library until the exhibit ends. A library representative must supervise the removal of the work.
4. The work(s) must be delivered “ready to hang”: artwork on paper must be framed. Each work must be labelled on the back with the artist’s name and title of the work. Work that does not follow these guidelines may not be exhibited.
5. No prices are to be displayed in the library with the works of art. Any patrons requesting information will contact the artist directly. The exhibiting artist’s contact information will be kept at the circulation desk and will be given out to patrons upon request with expressed permission of the artist. Artists may also display business cards.
6. Hanna Municipal Library will assume no liability for items exhibited in the library. Artist may wish to look into their own insurance options.
7. Promotion of exhibits will be included as part of the library’s regular marketing plans. Artists are welcome to provide a brief biography and/or artist statement, digital photographs of their work related to the exhibit, social media and website links, and business cards for the library to promote the exhibit. Marketing plans, materials, and content are at the discretion of the library.
8. The artist declares that the work is original that they hold the copyright to the work.
9. Artists retain copyright of their work; images of the artist’s work may only be used for the library’s marketing of the artist’s exhibition. Photographs of the exhibit may be taken for library records and by the public, as the library is a public space.



I hereby acknowledge that I have received a copy of the above policy and agree to abide by and be bound by the policy and the terms and conditions contained herein.

I hereby give Hanna Library permission to display my name along side my art **YES/NO**

Dated in the Town of Hanna in the Province of Alberta on this _____ day of _____ A.D. 20__.

Artist's Signature

Library Director Signature