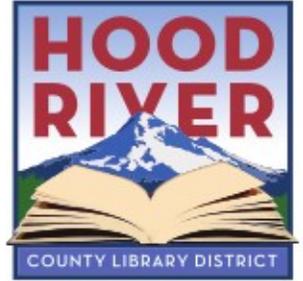


# Exhibits Policy



Hood River County Library District welcomes art exhibits and displays. Exhibit areas are made available to individuals and community groups in an effort to enrich the educational and cultural resources of the community. District staff may offer exhibits that promote library services.

The District has two primary exhibit spaces in the Hood River Library: the walls of the Jeanne Marie Gaulke Community Meeting Room, and the Library Lane hallway.

The District provides the use of these exhibit spaces at no charge on a space-available, advance reservation basis to individuals, nonprofit organizations, government agencies, and groups engaged in educational, civic, cultural, and intellectual activities.

Scheduling of the exhibits is coordinated by the Library Director or designee. It is the responsibility of the exhibitor to set up and remove the exhibits at scheduled times. Exhibitors should check exhibit spaces well in advance of exhibits.

## Publicity

At its discretion, the District may choose to publicize exhibits itself. The exhibitor will be asked for information about the exhibit at least three weeks in advance. This may include an exhibitor's statement and biography, description of the works on exhibit, and information about the exhibiting group. It is highly recommended that exhibitors provide a high quality photo of the exhibitor and/or of the exhibitor's work. Exhibitors also are encouraged to label their works of art to aid and educate the public.

Exhibitors are encouraged to hold a reception in the meeting room during the time of the exhibit. The exhibitor is solely responsible for this event, for providing refreshments (if desired), and contacting the District to reserve the room. No alcohol is permitted within the facility.

## Rules and restrictions

Displays usually last for no more than one month, from the first to the final day of each month. It is not the intent of the District to provide permanent or continuous exhibits. The exhibit areas are available on a first-come, first-served basis.

Due to space constraints, the District generally does not permit free-standing exhibits, since they may interfere with access or present a safety hazard.

No exhibits may be mounted outside of the exhibit spaces defined here without approval of the Library Director. Works should be mounted using the display mechanisms provided.

Exhibits in all District display spaces can be viewed by adults and children with a variety of outlooks, beliefs, and interests. The District requests that exhibitors consider the public nature

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of the library when selecting art or other material. The District does not endorse or advocate the viewpoints of exhibits or exhibitors.

Written complaints regarding exhibits will be reviewed by the Library Director, with referral to the Board of Directors as necessary.

**Sale of artwork**

The District does not act as a business agent for exhibitors. The exhibitor may leave a price list and contact information for the public to use. The purchase of art shall be a private transaction made directly between the exhibitor and the buyer. The District does not take a commission in connection with the sale of exhibit items.

Sold works may not be removed until the end of the exhibit period unless the seller coordinates this with the Library Director.

**No Responsibility of Library**

The District is not responsible for theft or damage of any items. The District, its agents, employees, and elected officials do not assume responsibility or liability for materials displayed by exhibitor. The provision of display space for public use does not constitute library endorsement of the beliefs or viewpoint of topics exhibited. Items displayed will not be insured by District. It is recommended that items on loan for display will be covered under an insurance policy held by the exhibitor.

THE EXHIBITOR, \_\_\_\_\_ ACKNOWLEDGES  
RECEIPT OF THIS POLICY AND ACCEPTS THE TERMS AND CONDITIONS  
ENUMERATED HEREIN.

Exhibitor Signature: \_\_\_\_\_

Date Signed: \_\_\_\_\_

Approved by the Board of Directors, October 18, 2011  
Last amended, February 17, 2026, December 20, 2022