

**WELLESLEY FREE LIBRARY  
APPLICATION FOR EXHIBIT SPACE**

**DATE OF APPLICATION:** \_\_\_\_\_

Contact Name: \_\_\_\_\_ or Organization Name: \_\_\_\_\_

Mailing Address Street: \_\_\_\_\_ Daytime Phone: \_\_\_\_\_

Town, State, Zip code: \_\_\_\_\_ e-mail Address: \_\_\_\_\_

Check one:     Individual Show     Group Show

**Qualifications:** *(use another sheet of paper if necessary)*

Provide a brief background, qualifications (e.g. memberships/awards), history of prior exhibits.

*Attach examples of artwork to be exhibited or provide website, CD or flashdrive.*

*Links to Flickr, Shutterfly, etc. are not adequate.*

**You must completely fill out this section for your application to be considered.**

**Proposed Exhibit:** Title and Theme: \_\_\_\_\_

Media: \_\_\_\_\_

Approx. number of items: \_\_\_\_\_ Approx. size of items: \_\_\_\_\_

If group show, number of exhibitors: \_\_\_\_\_

Month and Year desired (include alternatives): \_\_\_\_\_

**Library space preferred:**

(Please note that preferences will be honored only if space is available; otherwise assignments will be offered based on display space available, the number and size of your items)

FIRST FLOOR EXHIBIT SPACE: Wakelin Room: \_\_\_\_\_ Lobby Area: \_\_\_\_\_

**FIRST FLOOR DISPLAY CASES**

All Cases: \_\_\_\_\_ New Book Area Display Cases: \_\_\_\_\_

Children's Department Entrance Display Cases: \_\_\_\_\_

Jackie Room (Computer Training Room) Display Cases: \_\_\_\_\_

Applicant must sign below for exhibit applications to be processed. Return original to the Office of the Library Director at 530 Washington Street, Wellesley, MA 02482.

**Waiver:** I have read and accept the terms of the Wellesley Free Library Exhibit Policy I (my organization) will abide by its Guidelines. I (my organization) understand/understands that the exhibitor assumes all the risks for damage to, loss of or theft of any item, artwork or any part of the exhibit.

I understand that 10% of the proceeds of sales resulting from my exhibit at the Wellesley Free Library will be donated to the Library within 30 days of the closing of my exhibit.

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

*Rev. 4/05/2013*

**STAFF USE ONLY**

Date Approved: \_\_\_\_\_

Date Contacted: \_\_\_\_\_

Month and Location of Show: \_\_\_\_\_