

PORTAGE DISTRICT LIBRARY

Art Exhibit and Gift Policy

Art exhibits in different formats are welcome at Portage District Library. Exhibits stimulate interest in a variety of library materials, provide information, develop aesthetic appreciation, and offer an opportunity for individual and/or groups to display artistic and educational materials.

I. General Principles

- A. It is not the goal of the Portage District Library to build an art collection.
- B. The Library Board may choose to accept artistic works as unrestricted gifts for the library to do with as the board sees fit.

II. Temporary Exhibits

- A. Acceptance and placement of an art exhibit will be determined by the Library Director. Permission for hosting an art reception, and for conducting any activities or mounting displays during an art reception, will be granted at the discretion of the Library Director.
- B. Exhibits will be displayed for up to two months, unless otherwise approved by the Library Director. Set-up and removal dates will be determined in advance.
- C. Sales transactions may occur on the library premises during gallery hops or special art receptions. However, artists must delay delivery of any purchased artwork to buyers until the agreed upon exhibit schedule at the library had concluded. No price tags may be affixed to any artwork on exhibit at the library, but price lists will be made available to the public at each Information Desk for the duration of the art exhibit. Subject to the approval of the Library Director, artists may display their names, addresses, and telephone numbers on their artwork.