



## Louis B. Goodall Memorial Library

### Policy for Displays and Exhibits

As an educational and cultural institution, the Louis B. Goodall Memorial Library welcomes displays and exhibits of interest, information, and enlightenment to the community. The library considers the areas where the material is displayed or exhibited as part of the library's collection. Therefore, selection criteria for displays or exhibits must follow the standards set forth in the Library's Collection Development Policy, which will be decided by the Library Director.

Groups or individuals desiring to use the display or exhibit space are asked to submit a request to the library in writing.

The library will take reasonable care to ensure the safety and security of items displayed or exhibited; however, the library assumes no responsibility for the preservation or protection, and no liability for possible damage or theft of any items displayed or exhibited. All items placed in the library are there at the owner's risk.

Items displayed or exhibited may not include price tags or other information regarding purchase of items.

Areas available to the public for displays and exhibits are the glass exhibit case in the Thornburg Community Room, the mezzanine area and the hallway to the elevator. A release form must be signed by the exhibitor before any artifact can be placed in the library.

A displayed or exhibited item in the library does not indicate endorsement of the issues, events or services promoted in these materials.

Reviewed 2/8/06

Approved 3/15/06