



## ART DISPLAY APPLICATION

The Niceville Public Library showcases and supports local talent by offering space for individuals and organizations to display their artwork, crafts or collections. The library has two illuminated display cases which remain locked while in use. For framed and canvas artwork, the library provides floor and table-top easels.

To ensure a smooth process for both artists and the library, the following guidelines apply:

- Exhibits are scheduled by the Reference Manager on a monthly basis.
- Artists are responsible for both the installation and removal of their displays.
- All artwork must be retrieved before the library's last business day of the month, unless prior arrangements are made with the Reference Manager.
- Any items not removed by the artist will be considered abandoned and become property of the library.
- Library staff will not be involved in the sale of display items. All transactions must be conducted directly between the artist and the interested party. For available pieces, the artist may attach a business card or label including (a) their contact information and (b) the price of the item for sale.
- Pieces in an exhibit may be switched out during the month, but the artist must notify the Reference Manager before making changes.
- Placement and allotment of easels are determined by the library.

Please complete the form below and return this page to the Reference Desk. Please attach sample images of your work. The Reference Manager will be in contact upon review of the application.

NAME:		DATE:
ADDRESS:		
PHONE:	EMAIL:	
WEBSITE URL:		
DESCRIPTION OF DISPLAY:		
SIGNATURE:		