Applicant Information:

Name: ___________________________
Address: _______________________________  Contact Phone: ___________________________
                                                                                          Contact Email: ___________________________

Description of Exhibit:

Space requested:  ___Yeager Room ($225/Month)  ___Little Gallery ($150/Month)
Month requested: __________
Title of Exhibit: ________________
Medium: ________________
Approximate number of works: _______
Average size: _______
Subject matter: ___________________
Applicant will provide: ___Price list  ___Guest book  ___Fliers/Postcards
Exhibitor is requesting:  ___Hammer  ___Step stool  ___Hooks  ___Push pins

Fees:

A check made payable to the Bronxville Public Library for the applicable fees (listed in the Room Use & Art Exhibition Fees Schedule) must be submitted with this application. Attached is a check in the amount of: $ _____________

Cancellation: There will be no refunds of fees unless the Library is given a minimum of 72 hours notice.

Applicant’s Responsibilities:

Art Exhibitions may be hung on the first day of the month and must be removed by the last day of the month. Exhibited work is expected to remain in place throughout the month.
Transporting, hanging and removing artwork is the sole responsibility of the exhibitor.

The applicant’s signature certifies they have received and read the Art Exhibition Policy and agree to comply.

Acknowledged: Applicant Signature & Date

Approved by Library: Signature & Date

Bronxville Public Library, 201 Pondfield Road, Bronxville, NY 10708-4828, Attn: Staff Assistant
Tel. 914-337-7680 x831 Fax: 914-337-0332 AccountClerk@BronxvilleLibrary.org

Approved November, 2015