



Last updated: February 2018	Reviewed: Annually	Point of Contact Kathy Williams, Director of Public Services
Policy Number: P06		Pages: 2

Art Exhibit Policy

Policy Statement

The Pickering Public Library recognizes the value of local artists to the community. However, the Library has very limited space to display artwork. At this time the available space is limited to a secure display case at the Central Library. The promotion of Library services and programs takes precedence over non-library displays. The availability and use of the display case is at the discretion of Library staff. For the purpose of this policy “Art” includes pictorial, artisan, craft objects and cultural artifacts.

Policy Principles

Booking a Display:

Access to the secure display case at the Central Library is arranged through Operations Coordinator (see below for contact information). An Exhibitor may be asked to provide a portfolio of their work before approval for the display is given. An Exhibitor Contract must be completed and signed prior to the set up of the display. The Library reserves the right to remove and return artwork to the Exhibitor if necessary.

Setting up a Display:

Displays are to be assembled, labelled and removed by the Exhibitor. The Exhibitor’s name and contact information must be provided in the display. Pricing information on the artwork is permitted but the sale of artwork is the responsibility of the Exhibitor and must not involve Library staff.

The Pickering Public Library is not responsible for theft or damage to artwork while it is on display.

Related Documents:

Exhibition Contract

For further information please contact: Muhammad Rafeh, Operations Coordinator at the Pickering Public Library, 905-831-6265 ext. 6234 or muhammadrafeh@picnet.org

Alternate formats available upon request. Please talk to Library staff.