

Policy and Procedure Manual	Section B.3.2
Public Policy Display Policy Exhibit Release Form	Issued: September 20, 2004 Revised: February 20, 2017  Approving Authority: Administration

## Orland Park Public Library Exhibit Release Form

I, the undersigned, hereby lend the following works of art or other material to the Orland Park Public Library for exhibit purposes only. In consideration of the privilege of exhibiting them in the library, I hereby release said library from responsibility for loss, damage, or destruction while they are in the possession of the library.

**Exhibition to be held** \_\_\_\_\_

**During** \_\_\_\_\_  
(Month, date, year)

**Title of Collection** \_\_\_\_\_

**Description/Theme of materials loaned** \_\_\_\_\_

\_\_\_\_\_

**Name** \_\_\_\_\_

**Name as it should appear in all PR** \_\_\_\_\_

**Address** \_\_\_\_\_

**Telephone** \_\_\_\_\_ **Mobile** \_\_\_\_\_

**E-Mail** \_\_\_\_\_

**Website/Online Gallery** \_\_\_\_\_

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

Date Display was brought in: \_\_\_\_\_ **Signature:** \_\_\_\_\_

Date Display was taken out: \_\_\_\_\_ **Signature:** \_\_\_\_\_

<b>Number Of Pieces</b>	<b>Description of Piece(s)</b>