



Eastern Monroe Public Library
 1002 N 9th Street
 Stroudsburg, PA 18360
 570-421-0800
 monroepl.org

LIBRARY GALLERY AGREEMENT & RELEASE

Rules & Regulations for Library Gallery Exhibitions

This agreement is made between the signed "Artist" and the Eastern Monroe Public Library "Library" regarding the display of artwork in the public gallery located at the Hughes branch of the Eastern Monroe Public Library. To maintain professional gallery practices, the Library upholds the following rules and regulations for the Public Gallery:

Originality

- All entries must be original, free from copyright and/or trademark infringement.

Statement of Liability

- The Library will take reasonable precautions to ensure the safety of the artwork but cannot guarantee its protection against damage, theft, or loss. The Artist is encouraged to secure their own insurance coverage.
- Artwork is left at the artist's risk. The Library, its agents, board of trustees, employees, volunteers, and patrons are not responsible for any loss or damage to artwork by any means whatsoever.

Responsibility

- The Artist agrees to provide artwork for display at the Library's public gallery for a period of three months from [Start Date] _____ to [End Date] _____. The duration of the exhibit may be extended beyond the initial three-month period upon mutual agreement between the Artist and the Library. The terms of the original agreement will remain in effect for any extended period.
- The Artist is responsible for the delivery, installation, and removal of their artwork at the start and end of the display period.

Sales and Fees

- The Artist retains full responsibility for the sale of their artwork, including handling all payments, pricing, and delivery to buyers.
- While the Library does not require a portion of the sale proceeds, the Artist is encouraged to consider making a donation to support the Library's programs and services if a sale occurs.

Reproduction

- The Library reserves the right to publish image(s) of all submitted artwork, with appropriate credit, for use in promotion via television, radio, internet, and/or print media.

Agreement Termination

- Either party may terminate this agreement with written notice provided at least 14 days in advance of the intended termination date.
- If the agreement is terminated by the Library, the Artist is responsible for promptly removing their artwork within 7 days of receiving notice.

By signing below, the Artist acknowledges and agrees to the terms outlined in this agreement.

Artist Signature:

Library Representative Signature:

Print Name:

Print Name:

Date:

Date: