

# Kingston Public Library Application to Exhibit

**Date:** \_\_\_\_\_ **Contact Phone Number:** \_\_\_\_\_

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

**Organization:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_

**Date to begin Exhibit:** \_\_\_\_\_ **Ending Date:** \_\_\_\_\_

**Description of Exhibit:** \_\_\_\_\_

**Brief Description of Items wished to be displayed:** \_\_\_\_\_

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**Disclosure Statement: Whereby exhibitor understands that the Kingston Public Library, the City of Kingston, or staff is not responsible for damaged or stolen articles exhibited either in the display case or on the exhibit walls.**

\_\_\_\_\_  
**(Exhibitor's/Person responsible signature)** **Date:** \_\_\_\_\_

\_\_\_\_\_  
**(Library Staff Member – witness signature)** **Date:** \_\_\_\_\_

\_\_\_\_\_  
**(Approval by Library Director)** **Date:** \_\_\_\_\_

**Exhibitor will be given of copy of this form, with the original being filed in the Exhibit Book at the Circulation Desk. Exhibitor will also be given a copy of the KPL Policy on Exhibits (KPLP\_16)**