

## **Art Exhibit Policy**

Reading Public Library (RPL)

Reviewed and Approved 11/17/2025

### **Purpose**

RPL is pleased to provide a public space for displaying the work of local artists. In addition to helping artists increase their public exposure, the presentation of artwork from our diverse community enriches the library experience for all patrons and increases community appreciation of the arts.

### **Description of Display Space and Exhibit Guidelines**

Artwork approved for display will be displayed at either the Main Library or the Southeast Branch in the areas designated "exhibition space."

To be considered for display, artists must first submit a completed Art Exhibit Application in full with digital copies of the artwork. We will only consider artwork that is 2D, no larger than 60" in any direction, and is ready to hang with the appropriate hardware. Artwork that requires assembly or special installation will not be displayed.

Artist's name, medium, title of the piece, and an optional information blurb will be posted adjacent to the display.

Pricing may not be posted on RPL's display. However, the sale and contact information will be available at the library circulation desk for any sale inquiries.

Artists will be informed of the duration of the display prior to its beginning. Artists are responsible for picking up their own work within one week of the end of the display period. Unless prior arrangements are made, any work not picked up within one week becomes RPL's property and may be disposed of as RPL deems fit.

### **Artist Guidelines**

Artists must complete and sign a written application form and release agreement prior to exhibiting their work in RPL.

Artists must agree that work included in a display may be photographed and included in public news media for publicity purposes.

Artists must be willing to have their work displayed alongside the work of other artists included in an exhibit.

Any publicity materials created by the artist to promote a display must be submitted to RPL administration for approval before being released, and must include the following statement: "The images and concepts in this artwork are not necessarily endorsed by the Reading Public Library."

**Disclaimers**

Acceptance of any artwork for display does not imply endorsement by RPL of the artist's viewpoints, beliefs, or artistic expression.

While all artwork will be considered, all artwork may not be accepted for display due to, but not limited to, content, available space, and incomplete application. Exhibit space will not be provided for commercial businesses, nor specifically religious or political purposes. The library will only accept up to two pieces by any one artist to have on display at one time (exceptions may be considered).

Submitted work will be reviewed by a committee that may consist of library staff, administration, and/or members of the board of trustees.

All artwork accepted for display must meet existing local, state, and federal laws on obscenity, copyright, libel, defamation of character, and invasion of privacy.

Art displays must be appropriate for all ages and generally suitable for a public library environment. Artwork will not be displayed that, in the opinion of RPL's review committee and/or administration, is deemed to be patently offensive to the community as a whole.

Artists are discouraged from submitting pieces that have significant elements of sexually explicit imagery, nudity or graphic depiction of violence.

RPL reserves the right to impose size restrictions on all items based on exhibit space.

Any artist whose work is refused may appeal to the RPL Board by filing an appeal in writing within ten days of the refusal. The RPL Board will hear the appeal at its next regularly scheduled meeting. The RPL Board's decision will be final.

RPL will not sell, act as an agent for, or be involved in the sale of items on display. Items sold by the artist shall remain on display until the end of the designated display period.

Displayed works are not covered by any insurance policy held by RPL. If insurance coverage is required, the artist is responsible for providing it.

RPL assumes no responsibility for theft, loss, damage or destruction of items left for display. Artists must sign a form releasing RPL, its officers, agents and employees from any loss, damage or claim arising from the display of the artwork.