



whatcom county
library system

POSTING, PETITIONS, AND EXHIBIT POLICY

ATTACHMENT A - EXHIBIT FORM

ADMINISTRATIVE PROCEDURE NUMBER: 7.04.01

POLICY AUTHORITY: Posting, Petitions, and Exhibits Policy 7.04

SCOPE: Persons wishing to display an approved exhibit at WCLS facilities.

Loan Agreement between the Library and

Owner of Exhibit: _____

Address: _____

Telephone: _____

Description of objects loaned for display:

To be exhibited at _____ branch library on _____ (date) for a period of _____ days. (Exhibits are generally limited to a maximum display period of 60 days.)

Owner's estimated value of loan material: _____

Owner's Insurance Company: _____

I, _____, covenant and agree to release, indemnify and hold harmless Whatcom County Library System, its staff, volunteers and Friends of the Library against any and all claims, cause of action, loss, damage, injury, liability, arising out of the loan of said property to Whatcom County Library System for display of special exhibit purposes, that is caused by third parties or is unintentionally caused by library staff or volunteers. If I have not reclaimed said property on loan to the library within thirty (30) days of the date specified above, I hereby authorize Whatcom County Library System to sell and dispose of the property or to transfer it to another entity without claim by the owner, his/her heir, assigns or those in privity with him/her. Whatever monies are received upon sale or disposition of the property may, after being held for a period of six months, be deemed a gift to the library, free and clear of any claim on my part as the owner.

I hereby agree to the terms stipulated above.

Owner of Exhibit

Authorized Library Representative

Date

REVISED: January 1993.