Gallery Exhibit Policy

Wheaton Public Library (WPL) welcomes local artists to exhibit their work on the exhibit wall on the first floor of the library. The purpose of the Gallery is to introduce local and regional artists to the public. It is the mission of the WPL to present a wide variety of art styles and forms to the community.

The exhibit space is approximately 32 feet wide and includes a picture rail for mounting and hanging of framed artwork.

General Guidelines:

- All artwork must meet acceptable community standards.
- All art exhibits must have an exhibit title.
- Exhibit applications are available on the WPL website and at the library. Completed applications should be mailed or submitted to the library with attention made to the Programming Librarian.
- All exhibits will be reviewed by the Programming Librarian and Library Director. The decision of both of these parties is final. Artists must submit samples of all artwork that will be put up on exhibit. This can be done in any format that the artist chooses. If the Library Director feels original work is needed to make a final decision, than the artist will be required to submit original artwork.
- All reservations will be considered on a first-come, first-serve basis. Space may be reserved for one calendar month. Reservations may not be made more than one year in advance.
- Artists whose art is for sale may indicate that with a sign which will be put by the artists name. The sign must be done in a discreet manner. Prices for artwork may not be displayed on the gallery wall. The artist must leave a phone number so that interested buyers can make contact. All artwork must stay up on display during the time that it is reserved. It is encouraged that artists make a 10% donation on all items sold to the Friends of the Wheaton Public Library.
- Artists are responsible for the set up and removal of art displays in a timely manner.
- Two-dimensional artwork may only be displayed using the picture rail. WPL will supply picture hooks.
- WPL reserves the right to remove an exhibit that has been left past the reservation period.
- WPL assumes no responsibility for the preservation, protection, possible damage, or theft of any item exhibited.
- All artists must sign the Gallery Exhibit application that releases WPL from any responsibility for exhibited items.

WPL reserves the right to make exceptions to these guidelines in order to take advantage of unanticipated opportunities for display or if the space is otherwise needed for library purposes.

WPL reserves the right to postpone, reschedule or curtail an exhibit at any time.

Wheaton Public Library
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