



Exhibit / Display Space Application

Ann Arbor District Library

Artist / Organization Name: _____ Date: _____

Contact Person: _____ Phone: _____

Email Address: _____ Website: _____

If requesting a particular date, please specify: _____

Potential exhibitors are required to submit this application along with images of the actual works to be considered for review. An application and images (hardcopy or on a USB) may be submitted by mail or in-person to AADL, ATTN: Exhibits, at 343 S. Fifth Ave., Ann Arbor, MI 48104; or electronically: exhibits@aadl.org. Questions? Please call (734) 327-4200 or email exhibits@aadl.org.

Select one or more location preference(s):

- ☐ Downtown Lower-Level Multi-Purpose Room (2-dimensional work only)
- ☐ Downtown Lower-Level Display Cases (2 & 3-dimensional work. All cases are only 14" deep)
- ☐ Downtown Third Floor (two-dimensional work only)
- ☐ Malletts Creek Branch (two-dimensional work only)

Will all the pieces in your exhibit be available for a full six-week exhibit period? ☐ yes ☐ no

Please provide a brief description of the exhibit including the following information: proposed title of exhibit, medium, number and size of works, how the work is presented (framed, mounted, or otherwise), purpose and nature of the exhibit. If you prefer, you may also submit relevant information as an attachment.

AADL does not provide exhibitor receptions. If you are interested in information on renting facilities for a reception, please call (734) 327-4222 or email reservations@aadl.org for availability and more information.

I have read and understand AADL's exhibit requirements and procedures? ☐ yes ☐ no

Signature: _____ Date: _____

Exhibits at the Ann Arbor District Library

STATEMENT OF PURPOSE:

The Ann Arbor District Library is an information center for the community and encourages the free expression of ideas essential to an informed citizenry. To accomplish this role, a primary objective of the library is to serve as an active resource for learning, studying and contemplating ideas. In an effort to increase the visual education and artistic experience of all visitors, the Library's exhibition program features local, regional and national artists as well as traveling exhibitions.

REQUIREMENTS FOR THE USE OF EXHIBIT SPACE:

Potential exhibitors are required to submit an exhibit application along with images of the actual works to be considered for review, which will be examined by the Library Exhibits Committee.

The committee will consider a wide range of artistic expression in deciding on potential exhibitors. However, in deciding on the suitability of any work, the committee is mindful that the areas of display are used for normal library activity and will be viewed by all segments of the community and all age groups.

The Library does not endorse the beliefs or viewpoints of topics that may be the subject of library exhibits, whether library-initiated or sponsored by an individual or group from within the community. The following disclaimer will be placed on each exhibit case – "The acceptance of any exhibit by the Library does not imply endorsement of the content of the exhibit."

Exhibit space may not be used for advertising or for commercial enterprises or political candidates.

The Library reserves the right to decline any application that does not promote or is inconsistent with the Library's educational mission or based on time, place and manner considerations reasonably tailored to the mission and operations of the Library. The Library Director reserves final approval over any recommendations of the Library Exhibits Committee. The Library Director reserves the right to request the exhibitor to make changes to the exhibit as required by the Library.

EXHIBITS PROCEDURES:

Images may be submitted in digital format, as photographs, or as printed color copies. Please do not submit original works. New work may only be incorporated into an exhibit with approval from the committee.

Applications are reviewed on a revolving basis.

Once approved, all exhibit scheduling and placement will be coordinated by the Library's Community Relations and Marketing Department, and approved by the Exhibits Committee Chairperson. Upon acceptance exhibitors are required to provide information describing the purpose, title and ownership of the exhibit for promotional purposes and before it can be mounted.