

Display of Items Policy

Temporary Exhibits, Storage of Materials and Display of Awards

The Library maintains several exhibit cases and areas and, on a regular basis, solicits artwork, collector's items, and other artifacts of cultural and artistic merit for temporary display at the library so that patrons can enjoy them. Unless special provisions are made with the Board of Trustees in advance, any item displayed is **not** covered by the Library fire/hazard/liability insurance and should be covered by the owner's personal insurance. People displaying items in the library must complete the Agreement for Display Items form. The Library will only be responsible for damage/loss/theft of these items in-so-much as the law of negligible damages applies to that specific situation.

Storage of Materials and Display of Awards:

Except for temporary exhibit purposes, the library will not accept storage responsibility for materials or objects owned or controlled by groups or individuals.

Agreement for Display Items

The Yankton Community Library appreciates your generosity to the community by allowing the following items to be displayed in the Library from (date) _____ to (date) _____.

DESCRIPTION/TITLES

\$ VALUE

The library will exercise as much care as possible to insure the safety of your collection; however, we also expect that you have the items covered by your personal insurance. The library is not liable for any damages due to on-site mutilation, theft, or loss except in circumstances of gross negligence or misconduct by staff.

Signature of Owner/Responsible Party

Date

Signature of Library Staff Member

Date

(Copies in Duplicate: 1. Owner 2. Library 3. Finance Office)