Exhibit Area Reservation Form

1. Applicant Information

Name: _____
Organization (if applicable): _____
Contact Number: _____
Email Address: _____

2. Exhibit Details

Title/Theme of Exhibit: _____

Description:
_____
_____
_____
_____
_____.

Purpose of the Exhibit:

☐ Educational
☐ Informational
☐ Community Outreach
☐ Other: _____

3. Preferred Schedule

Start Date: _____ End Date: _____

Preferred Time(s): _____

4. Setup and Take-down

Setup Date/Time: _____ Take-down Date/Time: _____

5. Space Requirements

☐ Display boards

☐ Other equipment: _____

6. Agreement and Signature

By signing below, I acknowledge that I have read and agree to abide by the library's policies and guidelines regarding the use of exhibit areas.

Signature of Applicant: _____

Date: _____