Display/Exhibit Proposal Application

Date of Request: ___________________
Name of Individual Exhibitor/Art Owner or Sponsoring Organization:
______________________________________________________________________________

Primary Contact Name:__________________________________________________________
Email: ____________________________________________ Phone: (______) _______ - _________

Secondary/Emergency Contact Name:____________________________________________
Email: ____________________________________________ Phone: (______) _______ - _________

Southwestern College Affiliation: ____Student  ____Faculty  ____Staff  ____Alum  ____N/A

Display Title: __________________________________________________________________

Display Description (It is recommended to attach photographs, sketches, or other descriptive material in support of the application.):
______________________________________________________________________________
______________________________________________________________________________

Space Requirements (e.g. # of pieces, dimensions): _________________________________
______________________________________________________________________________

Installation Date and Time (during library business hours): __________________________

Removal Date and Time (during library business hours): ______________________________

My signature below indicates that I agree to the terms set forth in the SWC Library Display/Exhibit Guidelines. I will ensure that the content of the exhibit complies with the criteria of selection and is appropriate for public display. I agree to remove the exhibit by the removal date and time agreed to above and to return SWC Library facilities to their original state.

Exhibitor Signature __________________________________________________________________
Date ______________________________________________________________________________

FOR OFFICIAL USE:  ____ Approved  ____ Declined

Library Signature: ________________________________________________________________ Date: ______________

Rationale for approving or declining request: ____________________________________________

______________________________________________________________________________

______________________________________________________________________________