



Request to Use Library Exhibit Space & Policy

WILLIAM P. FAUST

Public Library of Westland

6123 Central City Parkway

Westland, MI 48185-9118

(734) 326-6123



**PUBLIC LIBRARY OF WESTLAND
REQUEST FOR PUBLIC USE OF EXHIBIT SPACE**

When completed, this form should be returned to the Public Library of Westland, 6123 Central City Parkway, Westland MI 48185. A Hold Harmless Agreement for this proposal must be attached for the exhibit to be considered.

Name: _____ Date: _____

Address: _____

Phone Number: _____

Proposed starting date of display: _____ Ending date: _____

Alternate starting date: _____

Subject of display: _____

Items to be included: _____

Type of exhibit space requested: (check one, please)

- Display Case
- Display Shelves
- Wall Space

Have you read the Exhibits Policy as approved by the Board of the Public Library of Westland?

- Yes No

You will be notified by the Exhibits Committee in response to your proposal.

Official Use Only

- Exhibit not selected at this time. Thank you.
- Exhibit accepted for: _____ to _____ .

Please plan to set the exhibit up on the first day and to remove by the close of the last day.

Form
Adopted Dec. 18, 1996

Public Library of Westland

INDEMNITY/HOLD HARMLESS AGREEMENT

To the fullest extent permitted by law, the undersigned organization or individual agrees to indemnify and hold harmless the City of Westland and the Library Board, its elected and appointed officials, employees, agents, servants, and volunteers and others working in behalf of the City or Library, from and against any and all injury, loss, cost, expense, damage, liability or claims, whether groundless or not, which are caused by or are as a result of the intentional or negligent actions of the organization or individual; Except that the organization or individual shall not be responsible to the City or Library for damages directly, wholly or exclusively caused by or resulting from the City of Library's sole negligence. The organization or individual shall, at its own cost and expense, defend any such claim, suit, action or proceeding which may be commenced against said organization, individual or against the City or Library; and the organization or individual shall pay any and all judgements or settlements which may be recovered in any suit, action or proceeding, and any and all expense, including, but not limited to, costs, attorney's fees and settlement expenses which may be incurred by reason of any such claim, suit, action or proceeding.

 Organization or Individual Event

Scheduled: _____

 Signature of Organization President (or responsible person) or Individual

 Typed or Printed Name

Title: _____

Name of Organization (if applicable): _____

Address: _____

Telephone: _____

Date: _____

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