



Wauwatosa Public Library Art Gallery and Atrium Display Policy

The Library maintains an Art Gallery and Atrium display space for the interest, information, and enlightenment of the community. The Library's Art Gallery is available for local artists to display their work. The Library's Atrium display area is made available to local non-profit community groups to promote their organization or event, as well as to Wauwatosa residents with personal collections of community wide interest. Organizations and individuals may not put up displays or exhibits in other areas of the Library unless specifically invited by the Library as part of a joint venture.

The Library Board subscribes to the tenets of the American Library Association's Bill of Rights, which states in part, "Libraries which make exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use." Use of the exhibit spaces does not constitute an endorsement by the Library of the views of those utilizing Library exhibit spaces.

All exhibits must meet existing State and Federal laws on obscenity, libel, defamation of character or invasion of privacy. Organizations or individuals who willfully violate this policy may be denied use of display space.

Organizations and individuals may appeal Library staff decisions to the Library Board.

Application and Scheduling

Art Gallery space and Atrium display cases can be reserved by contacting Library Administration staff. Art Gallery exhibits can be displayed for up to two months. Atrium display case exhibits can be displayed for up to one month. Reservation requests will be approved on a first come, first served basis and can be accepted up to 18 months in advance of the date requested.

Library Rights

The Library does not attempt to ensure that all points of view are represented in any exhibit. Granting of permission to display materials does not imply Library endorsement of content; nor will the Library accept responsibility for the accuracy of statements made in any exhibits.

The Library is not responsible for any loss, damage, destruction or theft of artworks or other objects in an exhibit.

The Library reserves the right to determine the placement of exhibits and the conditions under which they will be displayed. The Library reserves the right to reschedule reservations based on Library and City needs.

The Library reserves the right to photograph any portion of an exhibit.

The Library reserves the right to limit or prohibit at any time the use of display or exhibit spaces which, in the judgment of the Library Director or his or her designee, represent a threat to the health or safety of Library users, or the orderly use of the Library.

Exhibitor's Responsibilities

The organization or individual is responsible for setting up and taking down the exhibit. The Library staff is not available to assist with setting up or taking down the exhibit.

Art Gallery exhibits may include sale prices and artist contact information. Transactions for the purchase of items may not take place at the Library. Artwork may not be removed from the Art Gallery before the end of the exhibition unless such removal is approved by Library Administration.

The name of the organization or individual responsible for the exhibit shall be clearly posted. All promotional materials relating to exhibits must clearly state "This exhibit is not sponsored by the Wauwatosa Public Library."

All exhibitors are required to sign a waiver which releases the Library from any responsibility or liability for items on display. Any person or group using the Library's display or exhibit spaces hereby agrees to indemnify and hold harmless the Wauwatosa Public Library and City of Wauwatosa from any and all actions or suits relating to its use of such spaces.



wauwatosa public library

Adopted by the Board of Trustees of the Wauwatosa Public Library on May 15, 2019.