Comhairle Contae Thiobraid Árann
Tipperary County Council
Library Service

Tipperary County Council Library Service

Clonmel Library Exhibition Space Usage Policy

Tipperary County Council Library Service offers a welcoming democratic space which is a cornerstone of family, cultural, and civic life. Clonmel library offers the use of its exhibition space to artist and community groups subject to following conditions:

1. General Requirements

- The exhibition must be open to all members of the public and free of charge.
- We make the exhibition space available during the library's opening hours.
- All exhibitions must fit in with general library use (other library events may take place in the exhibition space during an exhibition).
- Exhibitions should be suitable for viewing by children.
- Exhibitions should be of a high visual standard and presented well for public viewing.

2. How to apply

- Proposals for an exhibition must be made by completing an application form.
- Application forms are available at the library desk or via our website.
- Exhibitions are accepted at the discretion of the executive librarian.
- Priority will be given to artist/groups resident or working in the library's catchment area (Clonmel Municipal District).
- Clonmel Library can cancel or postpone an exhibition.
- For the month of December, the exhibition space is reserved for a shared exhibition only and is not available to any one individual exhibitor.

3. Exhibitions

- The hanging and installation of exhibition items is the responsibility of the exhibitor.
- Exhibition items can only be hung from the wall mounted rail in the exhibition space. Drilling and the use of sticky tape/blu tac is not permitted.
- The duration of exhibition is two weeks. These dates (including time to install and de-install) will be agreed with the library. The agreed dates must be respected. No storage is available.
- All exhibition costs are the responsibility of the exhibitor.
- The sale of exhibition items is the sole responsibility of the exhibitor. The contact details of the exhibitor should be displayed during the exhibition and interested parties will be advised to contact the exhibitor directly.
- Tipperary County Council Library Service will not be responsible for any loss or damage to exhibition items.
- Clonmel Library is not in a position to lend exhibitor steps/ladder to hang. Artist must provide their own.

4. Exhibition Launches

If an exhibitor wishes to have launch:

- Please indicate this on your application form.
- Launches are facilitated during library opening hours.
- Exhibitors are responsible for all costs relating to the launch
- It is the exhibitor's responsibility to publicise their exhibition.

5. Declaration by Exhibitor

I have read and agree to the above conditions in relation to use of the Clonmel Library Exhibition Space:

Signature: _____ Date: _____