

OLIVE FREE LIBRARY
Displays Policy Release Form

I, the undersigned, hereby lend the following works of art or other material to the Olive Free Library for exhibit purposes only. In consideration of the privilege of exhibiting them in the Library, I hereby release the Olive Free Library from responsibility for loss, damage, or destruction while they are in the possession of the Library. The Lender is entitled and encouraged to obtain insurance to cover items on loan.

Displayed material to be held in (Room or Display Cabinet): _____
from _____ to _____ when the loaner will come to
retrieve items.

Permission is granted to Olive Free Library to digitize items: Yes: _____ No: _____

Description of materials loaned:

Lender:

Print Name: _____ Date _____

Signature: _____

Address: _____ Telephone: _____

Staff Member receiving items:

Print Name: _____ Date _____

Signature: _____

Adopted by the Olive Free Library Board of Trustees, March 2021/ Revised April 2023