



CONCORDIA UNIVERSITY, WEBSTER LIBRARY EXHIBITION PROGRAM PROPOSAL FORM

Save this form to your computer before completing (information entered in your browser will not be saved). Send completed form to the Library Exhibition Committee: lib-exhibitions@concordia.ca

Contact information

Name: _____ Date: _____

E-mail: _____ Phone: _____

Address: _____

Role: curator exhibitor other (specify): _____

Exhibition or project details

Exhibition or project title: _____

Preferred exhibition dates: Opening: _____ Closing: _____

Proposed location(s):

- Webster Library Vitrines (LB-2);
- Display cases (For available locations, refer to G-18);
- Other desired location(s) (specify): _____

Exhibition and project dates, along with their location in the Webster Library are determined by the Library Exhibition Committee.

Exhibition or project description

The description (**maximum 500 words**) should include:

- Reference to the theme(s) of the exhibition or project
- Technical requirements (if applicable)
- Any desired special activities or programming to complement the exhibition or project

Biography

A biography of each exhibitor including educational background, exhibition experience and current activities should be provided if applicable (maximum 100 words per exhibitor).

Accompanying documentation

Submit one or more high resolution jpeg images of works (maximum 10) to be exhibited at least one month before desired opening date to : lib-exhibitions@concordia.ca

Submit along with a detailed list that describes supplied images (Name of creator, title, date, medium, dimensions)

Permissions and acknowledgements

By submitting this proposal, I hereby:

Confirm that I hold the copyright for the attached image(s), or have the authority to act on behalf of the copyright holder(s) of this image/these images.

Confirm that I have the right/permission to display the materials described in this exhibition proposal.

Authorize Concordia University to reproduce the attached image(s) or images of the exhibition itself for institutional and/or promotional purposes.

Acknowledge that I have read and agree to comply with the Webster Library Exhibitions Policy & Procedures (G-18).

Signature

Date