

Goldsmiths Library Exhibitions / Event Form

Points to note:

- Goldsmiths Library does not take commission on sales or charge for the use of exhibiting space.
- Exhibitors are responsible for the installation of work(s).
- The exhibition space must be left as found prior to exhibiting, including clearing any rubbish and returning furniture to its original places.
- Artists are responsible for handling sales of work(s). Library staff are happy to refer enquiries.
- Unfortunately, Goldsmiths Library cannot fund the production of works or hanging/installation but is usually able to endorse applications for additional funding.
- The exhibitors/organisers are jointly responsible for promoting the exhibition/event with Goldsmiths Library. Goldsmiths Library can list on its website and on the Goldsmiths events calendar, print a limited number of press releases (black and white) and a limited number of colour posters. Exhibitors must provide a written statement and images for publicity by an agreed date.
- Goldsmiths Library reserves the right to abort the exhibition/event if it poses a safety risk or impacts negatively on Library users, Library Collections or infrastructure.

Lead organiser

Contact details	Please fill out your details
Your name	
Your email	
Please indicate which applies to you	Goldsmiths Student <input type="checkbox"/> Goldsmiths Staff <input type="checkbox"/> Alumni <input type="checkbox"/> External to Goldsmiths <input type="checkbox"/>

Proposed exhibition / event

Event Information	Please fill out your details
Title of exhibition or event	
Please indicate where you would like to hold this	
Please give the proposed date(s) and time(s)	
Please provide a summary of the exhibition / event for publicity purposes <ul style="list-style-type: none"> - Please indicate how you will supply the material for viewing e.g. USB stick, online (Max 300 words)	
Is the content suitable for all audiences? (Is there anything that could potentially offend?)	
Will it be open to members of the public?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Will there be a launch event? (Are you planning on providing refreshments?)	
Please indicate that you have read and accepted the 'Points to note' above.	Yes <input type="checkbox"/> No <input type="checkbox"/>