

**James A. Michener Library
University of Northern Colorado
Exhibit Proposal Form**

Exhibit Title _____

Sponsoring University Academic Program

Dates Preferred _____ to _____

Alternate _____ to _____

Description of Exhibit

Explain the scope of the exhibit, occasion being celebrated, and materials to be exhibited by type and quantity.

Source of Materials

Check all that apply

- UNC Library Collections
- Traveling Exhibit
- Privately-Owned Materials
- Other

Location of the Exhibit:

- Michener Library 1st floor, east of center stairwell
- Michener Library 1st floor, west of center stairwell
- Michener Library 1st floor, exhibit cases adjacent to Current Reading Area

Is the exhibit scheduled to coincide with an event on or off campus?

What publicity is being planned?

I will be responsible for installing and dismantling the exhibit and agree to remove it promptly at the end of the exhibit period. If library materials are to be used, I will consult with the Office of the Dean of University Libraries and obtain the necessary approval. I have read the Libraries' Exhibit Policy and acknowledge by my signature below that I accept the conditions and responsibilities stated therein and will not hold the University Libraries responsible for any condition relative to the exhibit beyond general control.

Name: _____

Address: _____

E-mail: _____ Phone: _____

Signature: _____

For Library Use Only:

___ Approved ___ Not Approved

Dean of University Libraries

Date

Conditions of approval (if any): _____
