

APPLICATION FOR USE OF EXHIBIT SPACE

Applications for use of exhibit space will be considered on a first-come basis. Organizations and individuals based in San Diego or serving primarily San Diego residents, which have not used exhibit space within the past year, will be given priority. Please complete and submit this application to the San Diego Public Library, ATTN: Exhibit Space, 330 Park Blvd, San Diego, CA 92101 or email to onview@sandiego.gov. Contact Library staff at (619) 236-5800 for assistance. The Library reserves the right to request additional information in order to process exhibit space proposals.

EXHIBITOR – INDIVIDUAL		
Name(s)		
Address		
City, State, Zip Code		
Phone	Fax	Email
EXHIBITOR – GROUP/ORGANIZATION		
<i>(Please attach a brief history of your group)</i>		
Name		
Address		
City, State, Zip Code		
Contact Person		
Phone	Fax	Email
Conflict of Interest - Disclose whether the exhibitor has any active contracts with the City or is involved in any stage of negotiations for a City contract.		
EXHIBITION/DISPLAY		
Title of exhibition or display		
Proposed dates		
Name of proposed Library and description of proposed exhibit space <i>(Note: Central Library Art Gallery is not available for this purpose)</i>		

Description of exhibition/display	
Description of installation plan with a timeline	
OTHER REQUIRED MATERIALS	
<p>Please submit the following materials along with this completed form:</p> <ul style="list-style-type: none"> • Please send a separate email to onview@sandiego.gov with up to ten .jpg images of items. Images should be representative of items to be shown in your proposed exhibition. If images are too large, you may send multiple emails. For video work, please share links to specific works. You may also send a resume and document with sizes and titles of the submitted images. • (Optional) Images of proposed library exhibit space • Individuals under 18 years of age are required to include a letter of consent from their parent or guardian prior to consideration of their application • Any other information relevant to the exhibition 	
Authorized signature	Title
Print name	Date
LIBRARY STAFF ONLY	
Received by	Date

Thank you for your interest in SDPL Exhibition Spaces! All applications will be reviewed by a committee and you will hear back from us soon.