

Gallery Space

Public Use of Gallery

The library provides display and exhibit space as part of its mission to be a gathering space. The gallery is available to individuals and nonprofit groups. To be eligible to reserve exhibit/display space, you must have a library card from MCPL and be at least 18 years old. Please read the [Art Exhibit and Display Policy](#) for full information.

Exhibit and Display Space

The following Gallery spaces are available for the public on the first floor of the Main Library on Kirkwood Avenue for a minimum of one week and a maximum of 4 weeks.

One or more carpeted walls may be reserved:

- Wall A 17 1/3 ft. long
- Wall B 17 1/2 ft. long
- Wall C 10 ft. long
- Wall D 16 ft. long

- Ceiling height: approximately 17 1/2 ft.

Please refer to the [Art Exhibit/Display Application \(pdf\)](#) for a drawing of the space. You are required to provide appropriately sized hangers for displays.

To Reserve Space

There are several different ways you may submit a Gallery reservation request to MCPL. Requests should be made one month prior to the exhibit. Final approval for your request may take up three business days.

- Submit request online:
 - [Instructions For Making an Online Gallery Request](#)
 - [Submit your Online Gallery Request](#)
- If you prefer, you may submit a request by:
 - calling (812) 349-3050 or
 - filling out an application in person at Administration (3rd floor, Main Library). For your convenience, you can print out the [Art Exhibit and Display Application \(pdf format\)](#).

To Reserve Other Display Spaces

The display window on the second floor is usually reserved for teen exhibits. Call 349-3288 to inquire about it.

For use of the Ellettsville Branch display case, please call the branch manager at 876-1272.

To Reserve a Meeting Room

If you want to reserve a meeting room for a reception or event related to a Gallery Exhibit, please call (812) 349-3050 or go to [Meeting Rooms](#) ..

Community Calendar on Community Access Television Services (CATS)

To have your exhibit listed in the CATS Community Calendar, send an email to [commcal \[at\] mcpl \[dot\] info](mailto:commcal@mcpl.info) (Community Calendar) or call 349-3111 at least two weeks in advance. You can also stop by the CATS desk on the first floor of the library. See [CATS Community Calendar](#) . for more information.

Questions?

If you have any questions or concerns about reserving exhibit and display space, please call the Administrative Office Manager at 349-3050 between the hours of 9 a.m. - 5 p.m., Monday through Friday.

Updated January 28, 2013



Links:
[1] <http://mcpl.info/geninfo/eh-exhibit-and-display-policy>
[2] <http://mcpl.info/sites/default/files/galleryapp.pdf>
[3] <http://mcpl.info/geninfo/instructions-making-gallery-request>
[4] <http://events.monroe.lib.us/received/0/overrequest.asp>
[5] <http://mcpl.info/geninfo/public-meeting-rooms>
[6] <http://cats.monroevinc.com>
[7] <http://mcpl.info/print/printpdf/geninfo/gallery-space>
[8] <http://mcpl.info/print/printpdf/geninfo/gallery-space>
[9] <http://mcpl.info/print/printpdf/geninfo/gallery-space>