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[www.easttownlibrary.org](http://www.easttownlibrary.org)

## Display Case Procedures

Case displays run for one month. Library staff is not responsible for setting up or taking down displays. Sign up for displays can be done anytime for up to one year in advance. Displays are not limited to Easttown residents. Case is locked at all times but the Library will not be responsible for any damages to displays. Display case measures 69 inches long, by 19 inches deep by 18 inches wide.

Contact person or group:

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Phone number or email:

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Month for display:

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Brief explanation of what will be displayed:

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I, the undersigned, hereby lend this display to the Easttown Library & Information Center for exhibit purposes only. I release the Library from responsibility for loss, damage, or destruction while they are in the possession of the Library.

\_\_\_\_\_ Date \_\_\_\_\_