

## Library Exhibition/Installation Proposal

**PRINT & SUBMIT IN HARDCOPY**

*Please complete all information. Failure to do so will delay proposal.  
Submit proposal to Ignatios Alexander, Dean's Office, Hunt Library.*

### APPLICANT INFORMATION

**Your name** \_\_\_\_\_

**Carnegie Mellon affiliation** (student, faculty, staff) \_\_\_\_\_

*If student, what year?* \_\_Freshman \_\_Sophomore \_\_Junior \_\_Senior \_\_5<sup>th</sup> Yr \_\_Grad

**Email or best means to contact you** \_\_\_\_\_

### Exhibit created in conjunction with

Department/School/Organization \_\_\_\_\_

Course Number/Name \_\_\_\_\_

Faculty Sponsor \_\_\_\_\_

### EXHIBIT DATES

Set up: \_\_\_\_\_ Installation begins: \_\_\_\_\_

Work will be removed (date): \_\_\_\_\_

### EXHIBIT LOCATION

Hunt Library       Engineering & Science Library       Mellon Institute Library

Indicate floor and/or exact location of the proposed installation

\_\_\_\_\_

### EXHIBIT DESCRIPTION

Title \_\_\_\_\_

Materials/equipment \_\_\_\_\_

Physical dimensions \_\_\_\_\_

Other physical aspects (sound, lighting etc.) *Attach additional pages as needed.*

\_\_\_\_\_

**EXHIBIT CONTENT**

What is the nature and intent of your project? Why do you want to install it in the location requested? *If possible, please attach plans, drawings or other illustrative material of the proposed installation.*

---

---

---

---

**IMPACT ON LIBRARY USERS**

Describe how your work will impact library users and the library environment.

---

---

---

---

Applicant (signature/date) \_\_\_\_\_

----- LIBRARY USE ONLY -----

APPROVED (signature/date) \_\_\_\_\_

NOT APPROVED (signature/date) \_\_\_\_\_

If not approved, why:

---

---