

Use of Library Space for Art Exhibits

Notice of Collection and Consent – SAMPLE FORM

Toronto Public Library (TPL) is proud to offer wall space in some library branches for selected artists to exhibit their artwork through its Use of Library Space for Art Exhibits Program (“Program”), established in accordance with the [Use of Library Space for Art Exhibits Policy](#). The TPL is a municipal institution and complies with the *Municipal Freedom of Information and Protection of Privacy Act* (“MFFIPA”) for the collection, use, disclosure and storage of records and personal information when the information is about an identifiable individual.

Individual/Parent/Guardian/Substitute Decision Maker Information

First Name		Last Name	
Street Number	Street Name		Suite/Unit Number
City/Town	Province	Postal Code	Telephone Number
Email			

Persons for whom permission is being given if different than person signing below

A legal guardian can complete the form for children under the age of 18 years old.

Name (First, Last)	Name (First, Last)	Name (First, Last)
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Consent Information

I am the person named on this form, and/or am the legal guardian for the child under the age of 18 years old named on this form, and/or in the corresponding photograph or artwork for use and display in the Toronto Public Library under Use of Library Space for Art Exhibits Program (“Program”).

I have read the Notice of Collection on this form, which provides the legal authority for the collection, the principal purpose for which the Toronto Public Library intends to use my personal information (or the personal information for the child, for whom I am the legal guardian) and have the Toronto Public Library staff contact information who can answer questions about the collection.

Signature	Today's Date (yyyy-mm-dd)
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Notice of Collection

The Toronto Public Library Board, through its operations at the Toronto Public Library, collects personal information on this form, and associated application and display materials, for the purposes of administering the Use of Library Space for Art Exhibits Program (“Program”), (including determining eligibility and award of space, communicating with applicants about the Program); and in addition to displaying submitted materials as artwork on a wall at a designated Toronto Public Library branch; reproducing and publishing the information submitted in the Toronto Public Library publications and promotional materials, including on its website. The Toronto Public Library Board collects the aforementioned information under authority of the Public Libraries Act, section 23(4)(f)), and the Use of Library Space for Art Exhibits Program (“Program”), which it approved at its May 14, 2007 meeting. Questions about this collection can be directed to Program Manager, Adult Programs at the Toronto Public Library jgerroir@tpl.ca or 416-393-7785

***Please ensure that consent forms are saved with the corresponding images.**