## NLM Traveling Exhibitions Basic Information

The National Library of Medicine (NLM) offers the following basic information about NLM traveling exhibitions.

#### Host Venue Responsibilities

NLM traveling exhibition host venues are responsible for the following:

- Make the exhibition available to the public free of charge.
- Display the exhibition in a safe, secure environment out of direct sunlight.
- Complete and send a <u>condition report</u> within one week of receiving the exhibition.
- Arrange and pay for shipping the exhibition to the next host venue using a trackable service, such as FedEx, UPS, or DHL (\$200-\$1,000 estimated cost), for delivery by a specified date, 10 days after the booking end date.
- Send the Traveling Exhibition Host Venue Report no more than 2 weeks after sending the exhibition to the next venue.

### About NLM Traveling Exhibition

NLM Traveling Exhibitions are available **free of charge** for a booking period of about **six weeks**. Specific booking dates are listed on the application that NLM includes in the announcement of available exhibitions for requests.

To receive all announcements about NLM traveling exhibitions, **subscribe to the** NLM Traveling Exhibitions <u>listserv</u>.



# NLM Traveling Exhibitions Basic Information

### About NLM Traveling Exhibition, continued

The exhibition display consists of roll-up banners and hardware, and travels in two shipping containers. The banners need minimum **display space of 500 sq. ft.** View details and visual references about an NLM traveling exhibition below.

#### **Display Content:**

• Twelve roll-up, graphic banners, each measuring 7' H x 3' W



• Twelve hardware sets: a set includes one pole and a metal base per banner



A hardware set of a collapsible pole and a metal base



# NLM Traveling Exhibitions Basic Information

### About NLM Traveling Exhibition, continued

#### **Shipping containers**

Each exhibition travels in two wheeled containers with banners and hardware packed in cloth bags. See below for outside and inside images of a shipping container.



Shipping Container 48" H x 19" W x 19" D



Each container holds 6 banners and 6 hardware sets.

In addition, a shipping container holds:

- A copy of the Installation Guide
- A package containing shipping label hang tags and plastic ties

