

# Exhibit Host Application

Contact Person \_\_\_\_\_

Sponsor Organization \_\_\_\_\_

Sponsor Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

*The exhibit will be available for one- to two-day periods in up to ten Mississippi communities.*

Date(s) requested (1<sup>st</sup> choice) \_\_\_\_\_ Time requested \_\_\_\_\_

(MM/DD/YYYY) (2<sup>nd</sup> choice) \_\_\_\_\_ Time requested \_\_\_\_\_

Location of Exhibit (building, floor, room) \_\_\_\_\_

Climate Controlled? Yes \_\_\_ No \_\_\_ Fire Suppression System? Yes \_\_\_ No \_\_\_

Is there security in place? Yes \_\_\_ No \_\_\_ Alarm \_\_\_ Guards \_\_\_ Staff \_\_\_

Other \_\_\_\_\_

*A well-planned program to accompany the exhibit can be a crucial part of making a successful event. Possibilities include a public reception with local officials and speakers, a formal lecture from an author, educator, or historian, or something developed in conjunction with area schools. Feel free to contact MDAH with any questions you may have.*

What programming would you plan to accompany the exhibit?

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Would you like MDAH to participate with a presentation on the artifacts? Yes \_\_\_ No \_\_\_

What publicity would you plan to accompany the exhibit?

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Estimated attendance \_\_\_\_\_

I have included with this application:

\_\_\_\_ Images of the exhibit space, including loading dock if applicable

I have read the requirements in the packet and agree to meet the requirements to house the exhibit.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Printed name \_\_\_\_\_

Mail to:

Cindy Gardner  
Mississippi Department of Archives and History  
P.O. Box 571  
Jackson, MS 39205-0571

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601-576-6901

