

Kitsap History Museum

COMMUNITY CASE AGREEMENT

Participant Information:

Org Name:	_____	Date:	_____
Contact Name:	_____	Phone:	_____
Email:	_____		

Please describe your collection and the value it brings to Kitsap County: _____

Dates of Showing:

Our goal is for the Community Case to serve as a focal point for Bremerton First Friday Art Walk, when community members explore downtown Bremerton on the first Friday of every month from 5pm-8pm. Installation of the collection must be completed the week before First Friday (the last week of the month prior) and the collection must be removed on the third week of the showing month. Installation and removal must take place during our regular open hours:

Museum Open Hours: Thursdays 10am-4pm Fridays 10am-4pm Saturdays 12pm-4pm	First Friday Date:	Friday	/	/2024		
	Installation Dates:	Thursday	/	/2024 through Saturday	/	/2024
	Removal Dates:	Thursday	/	/2024 through Saturday	/	/2024

Terms of Participation:

Please note that the museum's effort is to create a space for a rotating community-led display. We want to see YOU represented in your display. The Kitsap History Museum does not have the resources at this time to provide research, set up assistance or printed materials for your display. Is it the participants role to complete the display and fill the case accordingly.

The Participant Agrees to:

- Be solely responsible for the handling of the collection
- Complete the installation and removal during the time slots outlined above
- Perform all research and provide all materials for the display, including printed materials
- Assume all risk in the unlikely event of loss, theft or damage to their collection while onsite

The Kitsap History Museum Agrees to:

- Provide a display case with a selection of display accessories like tripods, platforms, signage holders, etc
- Promote your display on social media and for First Friday
- Provide a locking case for the collection and will not handle the collection while onsite

Signature of Agreement:

I agree to the conditions outlined in this document.

Participant

Signature:	_____	Date:	_____
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Museum Staff

Signature:	_____	Date:	_____
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Case Size:
72" long x 44" high x 24" deep

When curating what to put in the case, think about what story you want to tell. Is it the history of your group, maybe the culture of your group, people who have made an impact, or perhaps some of the highlights over the years. You may want to include a timeline and/or a brief description of your group and what's important to you. Photos and objects may need a brief description. Any text should be in a clear and legible font that is no smaller than 20 pt. The name of your group or the title of the display should be printed out and be at least 4" tall and can be affixed to the upper back glass of the case.

DISPLAY KIT CONTENTS

We have these various items to help with your display...

Acrylic Sign holder (freestanding)

- 3 - 8.5" x 11"
- 2 - 11" x 17"
- 1 - 14" x 20"



Acrylic display cubes

- 2 - 8" square
- 2 - 6" square
- 1 - 5" square
- 1 - 4" square



Misc.

- 5 - Freestanding wire frame holders
- 6 - Suction cups hangers
- 1 - 8" pedestals
- 1 - 30" high freestanding torso dress form

