



## WORLD FORESTRY CENTER

4033 SW Canyon Road Portland Oregon 97221 Tel { 503.228.1367 Fax { 503.228.4608 www.worldforestry.org

Dear Friend:

Thank you for your interest in bringing an exhibit to the World Forestry Center. Temporary exhibits are selected for showing based on their educational content, their connections to our mission, and their ability to bring additional people to our museum. We must also have available space and dates.

Our Mission Statement:

**We educate and inform people about the world's forests and trees, and their importance to all life, in order to promote a balanced and sustainable future.**

In order to assist the exhibits committee in making our selections, please send us a written description of your exhibit or exhibit idea. Please include the following information:

- Focus, themes and content
- Description of any images and artifacts
- Size of the exhibit
- Special needs such as electrical power and security
- Dates it would be available
- Any costs associated with showing it at the World Forestry Center
- Transportation issues
- Possible sources of funding for costs and promotion
- Possible promotional opportunities
- Any photographs or diagrams of the exhibit

We will evaluate the exhibit and will be back in contact with you as to our possible interests and ideas.

Thank you again for bringing your exhibit and ideas to the World Forestry Center

Sincerely,

The Exhibits Committee of the World Forestry Center