

APPLICATION FOR MEETING ROOM USE
DEERFIELD PUBLIC LIBRARY

Date of Request: _____

Group: _____

Request use of meeting room at the Deerfield Public Library

for (purpose): _____

for the date(s): _____

time(s): _____

Person in charge:

Name: _____

Address: _____

Phone: _____ email: _____

I/We have read and will comply with the Library Board Policies for use of the Meeting Room. Any accidents, injuries, and/or damage incurred or caused by the above noted group shall be the sole responsibility of the group.

The Deerfield Public Library is not responsible for injuries or accidents which take place while any member of the above noted group, or person associated with the group, is utilizing library facilities and/or library property.

(signature of applicant)

I do/do not recommend this usage be granted.

(Library Director)

(Date)

Estimated Charges for Usage: _____

Comments: _____
