

SIDNEY MEMORIAL PUBLIC LIBRARY

Application for Use of Meeting Areas

Requesting Organization _____

Area Requested:

Smart Community Room
Masonville Branch Library

☐ limit 125 persons
☐ limit 20 persons

Request kitchenette privileges? Yes _____ No _____

Date of Meeting? _____ Time of Meeting _____ a.m./p.m.

Estimated Length of Meeting _____ Estimated Attendance _____

Purpose of Meeting _____

Equipment Requested _____

Date _____

I am applying for the use of a meeting area of the Sidney Memorial Public Library. I have read the policies regarding the use of the meeting areas and agree to comply with them.

Name of Organization _____

Signature of Authorized Representative or Officer _____

Address _____

Telephone _____

Organization Is Best Described as:

Educational ☐
Civic ☐
Cultural ☐

Governmental ☐
Other ☐
Describe:

Request for Exemption of Meeting Area Charges

Please exempt my group from meeting area charges because we primarily serve one or more of the following:

☐ Youth ☐ Library/Literacy
☐ Elderly ☐ Government
☐ Persons with Disabilities

Library Use Only:

Approved by _____

Date _____