



**MEETING ROOM USE AGREEMENT**

I, \_\_\_\_\_ the undersigned, make application on behalf of the following group \_\_\_\_\_

for permission to use the \_\_\_ DeMayo Room \_\_\_ Community Room \_\_\_ Board Room (check one) of the Hagaman Memorial Library on the following date (s)

\_\_\_\_\_ at the following time \_\_\_\_\_ for the following purpose \_\_\_\_\_

If said permission is granted, we hereby agree to comply with the rules and regulations as set by the Library Board of Trustees governing use of the building, to take utmost care of the property, to make good any damage to or loss of the property arising from our occupancy of any portion and to provide police attendance when necessary.

Please check one:

The above group does \_\_\_ does not \_\_\_ require handicapped access to the room it uses for its abovepurpose. (The DeMayo Room is wheelchair accessible.)

\_\_\_\_\_  
Signature of applicant  
\_\_\_\_\_

Specify any equipment needs: \_\_\_Data Projector \_\_\_Laptop for Data Projector \_\_\_Other: