UNIVERSITY PARK PUBLIC LIBRARY

APPLICATION FOR USE OF MEETING ROOM

Submit Application to: Library Director
University Park Public Library
1100 Blackhawk Drive, University Park, IL 60484 708-534-2580

Organization:_____

Purpose of Organization:_____

Does group have 50% membership of University Park residents?
Yes No Proof may be requested.
Estimated Attendance:____
Date of meeting: Time: from to:
_____

Equipment requested:_____
Number of tables: Number of chairs:

INDEMNIFICATION: For and in consideration of the use of the meeting room and library facilities, any person or group using same hereby agrees to indemnify and hold the University Park Public Library harmless from any and all causes of action, suits, judgments or settlements relating to its use of such room and facilities. Further, such person or group agrees to indemnify the Library for all costs for repair of any and all damage as may be caused directly or indirectly to the room and/or facilities by such use thereof.

STATEMENT OF RESPONSIBILITY

I have read the University Park Public Library District's Policy on the use of its Meeting Room and agree to comply with all regulations. I understand that failure to comply with such regulations may result in termination of the right to use the Library Meeting room facilities. I also understand that the Library is not responsible for equipment, supplies, materials, or personal possessions owned or leased by those sponsoring or attending the meeting described above.

The applicant/party is responsible for setting up all requested tables and chairs prior to the event and for breaking down and returning all tables and chairs to their original arrangement at the conclusion of the event.

Name of Applicant:
_____

Signature:_____

Address: Phone Number:

_____ _____

University Park Public Library card _____
number: Is the applicant 18 years or older?_____

Library Director: Date:

_____ _____