

# S. White Dickinson Memorial Library

Application for use of the Library and its property

Organization: \_\_\_\_\_ Date Requested: \_\_\_\_\_

Date of Meeting: \_\_\_\_\_

Meeting Time: From: \_\_\_\_\_ To: \_\_\_\_\_  
(Total time involved - from the time of preparation to the time the room is vacated)

Expected Attendance: \_\_\_\_\_ (Maximum Capacity 50)  
(Total actual number of people attending must be reported for statistical purposes)

Will Refreshments be Served? \_\_\_\_\_ (Group will be responsible for Cleanup and trash removal.)

Donation: \$ \_\_\_\_\_

Individual Personally Responsible:

Name: \_\_\_\_\_ Daytime Phone #: \_\_\_\_\_

Address: \_\_\_\_\_ Evening Phone #: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_ Type of Meeting: \_\_\_\_\_

I have read the agreement and agree to abide by the S. White Dickinson Memorial Library Rules and Regulations. "The undersigned assumes all and exclusive responsibility for the preservation of order and sole and exclusive liability for any injury of persons and damage to property, or loss of property that may result from the use of the Library and its property and for the observance of all rules and regulations of the Board of Trustees of the S. White Dickinson Memorial Library and acknowledges receipt of the rules and regulations regarding the use of the Library and its property."

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

Do not write below this line - for Library use only

Approved \_\_\_\_\_ Date Approved: \_\_\_\_\_ Date Notified: \_\_\_\_\_

Rejected: \_\_\_\_\_ Date Rejected: \_\_\_\_\_ Date Notified: \_\_\_\_\_

\_\_\_\_\_  
Approved By

\_\_\_\_\_  
Date