

APPLICATION FOR USE OF MEETING ROOM

(Please print or type)

Request is hereby made for the use of the Meeting Room

Date..... time: from..... to.....

at the Main Library..... Casa.da Saudade.....Lawler..... Howland-GreenWilks.....

Name of applicant organization.....

Address.....

Reserved by.....Fax.....Bus. Ph.....

Type of Organization: Literary.....Educational.....Philanthropic..... Civic.....

Other (explain).....

Activities to be conducted.....

.....Attendance expected.....

I certify that I am an officer of the above named organization; that I have the authority to reserve the meeting room; and that the above statements are true to the best of my knowledge and belief.

I hereby agree that the applicant will be responsible for any damage caused by the applicant to the library premises, and furnishings because of the use of said premises by the above applicant, and agree to pay for said damages as assessed by the Library Board of Trustees.

I have read and agree to abide by and uphold all rules and policies of the New Bedford Free Public Library governing the use of library premises, including regulations prohibiting charging an entrance fee, soliciting donations, or limiting attendance.

I also agree to protect, save, and keep the City of New Bedford, the Board of Trustees, the Library Director, their agents and employees forever free and harmless and indemnified against and from any and all loss, cost, or expense arising out of or from any accident or other occurrence causing injury to any person or property whomsoever or whatsoever as a result of the use of the above premises.

Signature.....Title.....Date.....

Print name.....

Address.....phone.....

Branch Manager (if applicable).....

Reservation approved..... Library Director.....Date.....