

Peru Public Library Meeting Room Application

Application Date _____ Date & Time of program/meeting _____

Name of organization _____

Organization Address _____

Name of contact person or group representative _____

Contact's Telephone (Daytime) _____ (Evening) _____

Estimated number attending:

Brief description of proposed program or meeting:

Equipment you may require or bring in:

Description of refreshments, if permitted by library representative:

The undersigned understands the Peru Public Library and the Peru Public Library Board of Trustees are not responsible for accidents or lost or damaged items belonging to any program participants. The undersigned takes financial responsibility for any damage to equipment, materials, or premises of the Peru Public Library during the meeting or program.

If refreshments (food or beverage, water included) are provided, a \$20.00 clean up fee will be paid to the Peru Public Library prior to the program's start.

Groups using Peru Public Library meeting space must comply with the Americans with Disabilities Act (ADA) including providing qualified interpreters and/or auxiliary aids upon request.

For additional information, please see the library's Use of Materials and Facilities Policy, available at the circulation desk

Meeting Representative (Contact)

Library Director or Designated Staff Member

Approval Date _____