

Independence Public Library Meeting Room Use Application

Applicant: _____ **Person in Charge:** _____

Address: _____ **Phone (Home)** _____ **(Cell/Work)** _____

Date(s) Requested: _____ **Hours:** _____ **to** _____

Type of Event: _____ **Total Hours:** _____ **Number expected:** _____

Will refreshments be served? Y N

Do you need coffee service? Y N

of pots: Regular _____ **Decaf.** _____

Charges

Coffee:	_____	\$3.00/pot (8-10 cup)
Cleaning deposit: (if required)	_____	\$20.00 (refundable)
Long Meeting (4 hours +)	_____	\$50.00
Total Paid:	_____	

I hereby apply for use of the Independence Public Library meeting room. I have read, understand and agree to comply with all rules and regulations set forth by the Independence Public Library. I further agree that I am of legal age and will be responsible for the care of the facility during its use and that I will be responsible for the repair or damage to equipment of the facility and for the replacement of any inventory or equipment lost or damaged during use of the facility. I further understand that this reservation is revocable at any time and that the application is not transferable. I also understand that the Library's rules and regulations are subject to change without notice.

I hereby agree to reimburse and hold the City of Independence harmless from any and all liability, claims, causes, actions, suits, loss, damage or expense of any kind or description which may be claimed against or incurred by the City of Independence as a result of negligence of the Applicant, sponsoring organization, its members, officers, agents or invitees and shall indemnify the City of Independence against, and hold the City of Independence harmless from same including attorney fees, arising out of, or connected with, or resulting from the use of the Library facility during the period of reservation.

I further agree that I shall abide by all federal, state and municipal equal opportunity laws and regulations prohibiting discrimination.

Signature of Applicant

Date

Library Approval

Date