

MEETING ROOM APPLICATION

Applicant hereby agrees to release, indemnify, defend, and hold harmless the Buena Vista Public Library (herein after BVPL), their officials, officers, employees and agents from and against all judgements, damages, penalties, losses, costs, claims, expenses, suits, demands, debts, actions and/or causes of action of any type or nature whatsoever, including actual and reasonable attorney's fees, which may be sustained or to which they may be exposed, directly or indirectly, by reason of personal injury, death, property damage, or other liability, alleged or proven, resulting from or arising out of the performance of applicant, its officers, officials, employees, agent or assigns. The applicant shall be liable for all damages to the meeting room or its contents.

- I have read the **Meeting Room Policy** and agree to abide by its contents and stipulations.
- I hereby certify that I am using the BVPL meeting room for the purpose of a non-profit organization or government agency and I have provided proof of nonprofit status to the Library.
- I agree to pay BVPL for the use of the meeting room because I do not qualify as a non-profit organization. Payment is due prior to use of a meeting room. Rates: \$100.00/ 4 hours or less, \$200.00 for more than 4 hours in a 24-hour period. Make checks payable to Buena Vista Public Library.

Choose one:

- 1st Floor Meeting Room (Occupancy: 60)
- 2nd Floor Classroom (Occupancy: 20)

Requested Reservation Date: _____ Time: _____ to _____

Applicant name _____ (please print)

Group name _____

Purpose of reservation: _____

Phone: _____ Email: _____

Applicant signature: _____