

SCHILLER PARK LIBRARY BOARD
4200 Old River Road, Schiller Park, IL 60176
(847) 678-0433 | Fax: (847) 678-0567

DATE _____

APPLICATION FOR USE OF MEETING FACILITIES

This application must be filed, faxed, or mailed to the Schiller Park Public Library at least one week prior to the next anticipated Board Meeting date for consideration.

Name of Organization _____

Name of Individual Submitting Application _____

Address _____ Phone Number _____

Date Facility Will Be Used _____ Time _____

Approximate Number of People Attending _____

Will Money Be Collected? _____ If So, For What Reason? _____

Nature of Set-up _____

Adequate supervision must be provided to guarantee proper use of Library facilities.

Kitchen facilities will not be available.

Program may begin no earlier than 9:15 a.m. (Monday – Saturday) and must conclude by 7:45 p.m. (Monday – Thursday) or 4:45 p.m. (Friday & Saturday).

I, _____, have read the Library Policy and the Use of Library Facilities, with respect to the use of Library Facilities and agree that this organization will abide by them and assume full responsibility for the property of the SCHILLER PARK PUBLIC LIBRARY while in our use.

The undersigned applicant for use of the facilities and/or equipment of the Schiller Park Library, Schiller Park, Illinois (the "Library"), hereby agrees and promises to indemnify, hold harmless and, at the option of the Library, defend the Library from any claim for property damage or personal injury, including death, and from any loss arising out of the use granted by the Library and/or the failure of the applicant to perform any obligation to the Library under general rules and regulations on use of library buildings, grounds, and equipment. Loss, as used in this agreement, includes, but is not limited to, the Library's reasonable attorney's fees and costs and expenses of investigation, litigation and/or settlement of any such claim or loss. As used in this agreement, the term "Library" includes the Board of Trustees and its members, employees and agents in their official and individual capacities.

Signature of Individual Submitting Application

Title

It is hereby agreed between the Schiller Park Library Board and the applicant that the applicant shall be granted use of the requested library facility.

Schiller Park Public Library President