

# WHITEFISH TOWNSHIP COMMUNITY LIBRARY

7247 N. M123

P.O. 197

Paradise, Michigan 49768

Telephone: (906) 492-3500

Fax: (906) 492-3504

*Email: [cbulmer@eup.k12.mi.us](mailto:cbulmer@eup.k12.mi.us)*

## POLICY ON THE LIBRARY AS A MEETING PLACE

The Whitefish Township Community Library Community Room is open to the public for use as a meeting room. The following rules apply to the use of this room.

1. All users are responsible for their own clean up.
2. No alcoholic beverages or illegal substances are allowed.
3. Community sponsored events will not be charged for use.
4. Private events will be charged \$25.00 plus a refundable \$10.00 fee for clean-up.
5. An event that is not sponsored by the library requiring liability insurance will be provided by the user.

Adopted 2/7/2013

**WHITEFISH TOWNSHIP COMMUNITY LIBRARY  
RESONSIBILITIES EXPECTATIONS FOR USE OF THE  
COMMUNTIY ROOM**

1. You are responsible for the security of the building. Building must be locked when no one is present.
2. You are responsible for charges to replace missing or broken items
3. You are responsible for the safety of your guests. Children must be under adult supervision. Any activity not done in a safe manner is prohibited.
4. You are responsible for immediately notifying the Library Director of any damage or problem with the community room.
5. Turn off all interior lights.
6. You are responsible for all clean up.
7. If moved, tables and chairs must be put back to original places.
8. Garbage must be deposited in receptacles.

The undersigned agrees to the above responsibilities:

\_\_\_\_\_

Date \_\_\_\_\_

Policy adopted on