

## **Annual Meeting Room Application**

### **Watauga County Public Library**

**Return to:** [wataugameeting@arlibrary.org](mailto:wataugameeting@arlibrary.org) **Questions: 828 264 8784 ext.2**

All meeting room applications expire on December 31 of each year. Meeting room applications are part of the public record and will not be considered confidential patron records. The adult who completes the meeting room application and the adult who makes the reservation are jointly liable for policy violations and damages to facilities, equipment, and property. As a condition of use of the meeting rooms, groups and individuals shall hold the library harmless from any claim or liability. All events taking place in library meeting rooms must be free and open to the public, media, and library staff.

Date of Application:

Name of Group:

Name of Applicant:

Applicant's Position in the Group:

Applicant or Group phone number:

Applicant or Group email address:

Is this a for-profit group? ☐ Yes ☐ No

I attest that all information provided in this application is true and accurate. I attest that I have read, understood, and agree to abide by all provisions of the Appalachian Regional Library Meeting Room Policy. The library reserves the right to prohibit use of meeting rooms for just cause, including, but not limited to, improper use or prior misuse of facilities, failure to abide by the provisions of this policy, disruption of library business, and failure to compensate the library for damages.

Applicant's signature

Date

County Librarian's signature

Date