

Bellwood Public Library

600 Bohland Avenue
Bellwood, Illinois 60104
(708) 547-7393
Fax (708) 547-9352

APPLICATION FOR MEETING ROOM USE AND HOLD HARMLESS AGREEMENT

Application Date:
Organization/Group Name:
Specific Purpose of the Meeting(s):

Dates(s) and Time(s) requested (if more space is required, attach a separate sheet):

Day	Date	Time (example:1:00-3:00)		Day	Date	Time:

Room requested:	Large (limit ____ persons)
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___I have read the Bellwood Public Library's Meeting Room Policy and agree to comply with all rules and regulations as set out in the Policy and with all Library policies, including but not limited to the Library's Rules of Patron Behavior Policy.

___I understand that that Bellwood Public Library meeting rooms may not be used for: (1) private and social functions, which are defined as a function solely for entertainment through companionship with friends or associates, including but not limited to anniversaries, birthday parties, showers, weddings, and social club parties; (2) meetings, events or programs (including, but not limited to, presentations, workshops and seminars) involving the sale, advertising, solicitation or promotion of commercial products or services immediately or at a future time or for the immediate or ultimate gain of a for-profit business or agency or that are of a primarily commercial nature; (3) fund-raising activities; (4) any other activity that materially or substantially disrupts or interferes with the ordinary functions or operations of the Library and/or that may cause excessive noise or disruption to

other Library users or staff or which by their nature are not suitable for the Library's facilities, such as elaborate theatrical productions or that creates an unsafe environment, a safety hazard or security risk or that creates a threat to public health, safety or property or violates the Library's Rules for Patron Behavior Policy.

___ I understand the Library, its officials, officers and employees do not assume responsibility for any accident, personal injury or damage or loss of personal property which may occur as result of the use of the Library's meeting room by the undersigned or by the organization or group or any of its attendees, presenters or participant.

___ **HOLD HARMLESS AGREEMENT.** I agree to indemnify, defend and hold harmless the Bellwood Public Library, its officials, officers and employees from and against any and all actions, claims or suits of any kind for any accident, personal injury, or damage or loss of personal property which may occur during, or is relating to, resulting from and/or arising in whole or in part from, out of or in connection with, the use of the Library meeting room by the undersigned or by the above organization or group or any of its attendees, presenters or participants to the fullest extent permitted by law, except that arising solely out of the negligence or willful misconduct of the Bellwood Public Library, its officials, officers or employees

___ I further agree to reimburse the Bellwood Public Library for any and all willful and/or accidental damage that occurs to the library building, grounds, furnishings, equipment or materials resulting from or due to the use of the Library meeting room by the undersigned or by the above named organization or group or any of its attendees, presenters or participants.

Signature:

Print Name:

Address:

Phone Number:

Email Address:

Bellwood Public Library Card #:

Adult Sponsorship Clause (if meeting is for persons under the age of 18):

I am over the age of 18 and agree to be the adult sponsor present at the meeting(s):

Signature:

Print Name:

