

Woodford County Library Application to Use the Library Community Room, Children's Programming Room or Gallery

This form must be completed by the organization and approved by the Library Director before a meeting can be scheduled.

Organization's Name _____

Organization's Address _____

Representative _____

Phone Number _____

What is your Organization's Primary Purpose/Mission?

- | | | |
|--|-----|----|
| 1. Is this a non-profit organization? | Yes | No |
| 2. Will the purpose of meetings/programs held in the room be civic, cultural, informational, or educational? | Yes | No |
| 3. Will the purpose of meetings/programs held in the room be commercial, for-profit, religious, or partisan? | Yes | No |
| 4. Will the purpose of meetings/programs held in the room be private social events? | Yes | No |
| 5. Will meetings/programs held in the room be free and open to the public? | Yes | No |
| 6. Will food items and/or drinks be served?
(If yes, please attach \$25.00 deposit) | Yes | No |

Representative's Signature _____

Date & time of meeting(s) _____

Room requested: Community Meeting Room Children's Gallery
(circle one)

ACTION :

Return to: Karen Kasacavage, Library Director
Woodford County Library
115 N. Main Street-Versailles, KY 40383
859-873-5191 (ph)/859-873-1542 (fax)