

**APPLICATION FOR USE OF THE MACKAY ROOM**

**Name of Organization:** \_\_\_\_\_

**Meeting Date (s):** \_\_\_\_\_

**Hours:** \_\_\_\_\_ **Estimated Attendance:** \_\_\_\_\_

**Purpose of Meeting:** \_\_\_\_\_

**Food Will:** \_\_\_\_\_ **Will Not:** \_\_\_\_\_ **Be Served**

**Please sign below and return with check made out to ENGLEWOOD PUBLIC LIBRARY, for appropriate amount.**

**FEE: \$35.00 - No Food**  
**\$50.00 - With Food (No Kitchen Use)**  
**\$100.00 - Private Use**

**I, as authorized representative of the above organization, assume responsibility for the regulations governing the use of the Mackay Room, as stated in the enclosed Library Policy.**

**Name:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Home Phone:** \_\_\_\_\_ **Work Phone:** \_\_\_\_\_