



Quiet Study Room Application

Users are limited to 3 hours per day

The Quiet Study Room is available w/o charge:

Monday, Wednesday, Friday and Saturday, 10:00 am to 4:45 pm

Tuesday and Thursdays, 11:00 am to 6:45 pm

Date of Room Use _____

Name _____

Anticipated number of people attending? _____

Telephone _____ Email _____

Time:

Begin _____ End _____

Individuals or small groups may reserve the room to ensure a quiet space.

Some examples of acceptable use include tutoring, study groups, interviews, virtual meetings and discussion groups. The room may not be used to distribute or solicit orders or sell goods and services. The room is not intended to be the regular meeting site of a group or organization. Noise must be kept to a minimum and should not be heard outside the room. This room is not soundproof.

When occupied, the door is to remain unlocked. As is true throughout the library, food is not allowed. Beverages must be in covered cups, spill-proof mugs with secure lids, or similar containers. Persons who misuse the quiet study room will be asked to leave.

Signature of Applicant _____ Date _____