



WESTERN ALLEGHENY
COMMUNITY LIBRARY

Inspire ★ Engage ★ Educate

A community library serving Findlay Township, North Fayette Township, and Oakdale Borough

ROOM USE APPLICATION

Applicant **-OR-** Organization Name and Contact Person

Address

Phone

Alternate Phone

Email Address

Type of Activity/Description:

Estimated Attendance: _____ **(Room assignments are based on availability)**

Community Room -OR- Garage -OR- Backyard

Hourly Rates per	Resident	Non-Resident
Business For Profit*	\$50.00	\$75.00
Public Non-Profit	Free	\$25.00
Private Function*	\$50.00	\$75.00

*\$50 security deposit required

Occupancy Max: 50 (Comm. Room) **-OR-** 169 (Garage)

Conference Room 1 -OR- 2

Hourly Rates per	Resident	Non-Resident
Business For Profit*	\$25.00	\$50.00
Public Non-Profit	Free	\$25.00
Private Function*	\$25.00	\$50.00

*\$25 security deposit required

Occupancy Max: 15 (Conf. 1) **-OR-** 20 (Conf. 2)

Date Requested: _____ Starting Time: _____ Ending Time: _____

Rental Fee: _____ Security Deposit: _____ Total Due: _____

I have read the above conditions along with the Room Rental Use Policy and I accept responsibility for the organization or individuals associated with this rental. I agree to hold Western Allegheny Community Library free and harmless from any and all liability of any nature.

Signed _____ Date _____

Please return completed form to the Library with your Security Deposit payment (and a copy of IRS 501(c)(3) if applicable).

Security Deposit paid date _____ Security Deposit refunded date _____

181 Bateman Road ★ Oakdale, PA 15071 ★ Phone: 724.695.8150 Fax: 724.695.2560

www.westernalleghenylibrary.org