



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**

| 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**

| 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 People

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).