

Thrall Public Library District of Middletown & Wallkill

11-19 Depot Street
Middletown, New York 10940

Application for Authorized Use of Meeting Room

Applications must be submitted to the Library Director's Office at least 30 calendar days in advance of the requested date of use. Library related activities take precedence over other organizations' use of the meeting room. The Library Board of Trustees reserves the right to reassign your scheduled activity in case of conflict.

A. Name of Organization _____ Tel. # _____

Address _____

Responsible Official _____ Tel. # _____

Address _____

B. Date(s) Requested _____

C. Hours Requested _____ Total Hours _____

D. Estimated Attendance Number _____

E. Will food or drink be served? _____

F. Will admission be charged? _____ If yes: Amount for Adults _____ Children _____

Purpose for which proceeds will be used? _____

G. Description of Planned Event _____

I, the undersigned responsible official, state that I am authorized to sign this application on behalf of the above organization and bind said organization to the statements and regulations of the Thrall Public Library District of Middletown & Wallkill pertaining to the "Use of the Meeting Room" which accompanied this application and do assume complete responsibility of behalf of the organization which I represent. Both the organization and I fully accept the conditions as established therein, including insuring reimbursement to the Library property as a result of the above organization's use of the same. Additionally, both the above organization and I hereby agree to indemnify, defend and hold of the Board of Trustees, Thrall Public Library District of Middletown & Wallkill and their agents and employees harmless from and against any and all claims, liabilities, lawsuits, actions and proceedings which may arise from or in connection with the use of the Library facilities by the above organization.

Signature _____ Date _____

**** Return all parts of application to the Library Director's Office. ****