



Meeting Room Use Application

Dorchester County Public Library
303 Gay Street
Cambridge, MD 21613
Tele 410.228.7331
Fax 410.228.6313

Organization Name: _____

Contact Person: _____

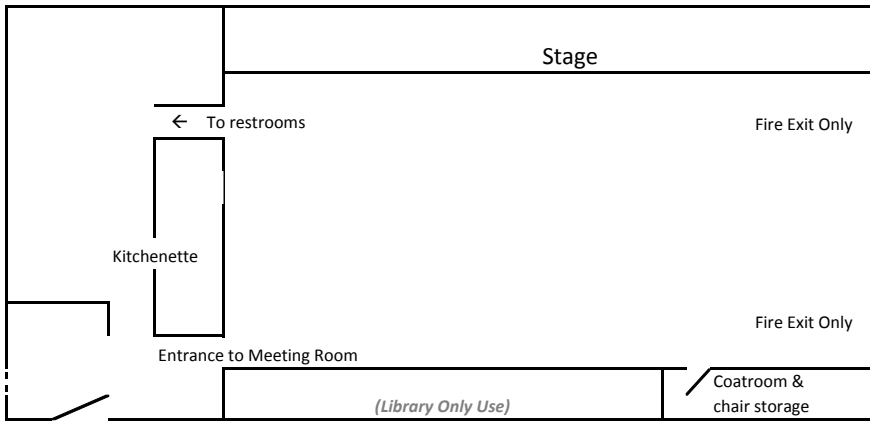
Address: _____

Telephone: _____

Dates and Times:	Date	Times	Date	Times
	_____	_____	_____	_____
	_____	_____	_____	_____
	_____	_____	_____	_____
	_____	_____	_____	_____

Number of People: _____ (Room cannot exceed 120 participants)

Below is a general overview of the space:



Please note:
 The person who will pick up the meeting room key **must** have a library card.
 The key may be picked up during normal Library hours:
 Mon., Wed., Fri.: 10 a.m. to 6 p.m.
 Tues. and Thurs.: 10 a.m. to 8 p.m.
 Sat.: 9 a.m. to 5 p.m.

↑
Main (outside) Entrance
The key fits this outside entrance.

Special Needs:

There is a kitchenette available. An overhead and television are available and are located in the closet with the chair storage. **Please note that the blackboard is not longer available (9.22.10).**

I, as a representative of this organization, AGREE to the regulations governing the Dorchester County Public Library Meeting Room and shall alert all members to the parking restrictions.

Printed Name of Representative

Signature of Representative and Date

Street Address

Telephone Number

City State Zip code

Library Staff Approval and Date