



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: _____

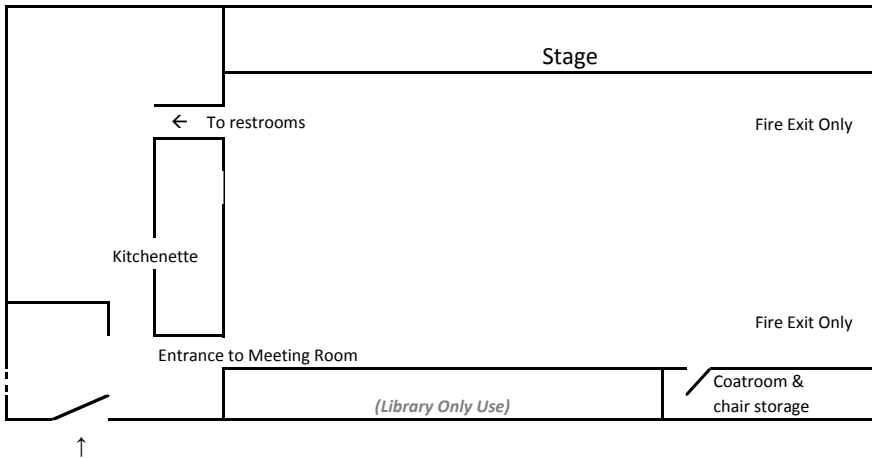
Address: _____

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 _____