ILLINOIS PRAIRIE DISTRICT PUBLIC LIBRARY
Marcella Schneider Branch Library at Germantown Hills
Meeting Room and Study Rooms
Reservation Request Form

Date of meeting/event:_____ Time Reserved: _____to_____

Name of Organization:_____

Contact person:_____

Address: _____
Street City/State Zip

Phone: (Home)_____(Work)_____Ext._____

E-mail address:_____ Estimated attendance_____

Room reserved:_____

Nature of meeting/event:_____

I have read the policy with regard to the meeting room and/or study room. Our organization will agree to follow the rules set forth by the Illinois Prairie District Library Board.

Today's Date:_____ Signature:_____

Please return application to: Marcella Schneider Branch Library at Germantown Hills
Attn: Meeting/Study rooms application
509 Woodland Knolls Road
Germantown Hills, IL 61548

Phone: (309) 383-2263 Fax: (309) 383-3168

For Library Use only: Date of Application_____
Deposit paid_____
Confirmation_____
Staff_____