

LOWER MERION LIBRARY SYSTEM
APPLICATION FOR THE USE OF THE MEETING ROOM

Library _____

Library Telephone

Organization

Contact Person (may differ from applicant)

Phone: _____

Address: _____

Purpose of Organization: _____

Purpose / Topic of Meeting: _____

Date Requested

Start Time

Finish Time

Anticipated Attendance: _____

I have read the policy and regulations governing the use of the meeting room and agree that our organization will comply. The applicant further agrees that any authorized use will comply with the accessibility requirements of the Americans with Disabilities Act (see bottom of this form).

Signature of Applicant

Name of Applicant (Print)

Title

Phone Number of Applicant

Address of Applicant

Approved () Comments / Exceptions: _____

Not Approved () Reason: _____

Signature

Date

AMERICANS WITH DISABILITIES ACT

The Americans with Disabilities act of 1990 is federal legislation which prohibits discrimination against people with disabilities. One provision of the law mandates "reasonable accommodation." In instances where a program participant is physically unable to access a meeting room location, the sponsoring organization may be required to move the meeting to an accessible location. Fully accessible meeting rooms are available at Bala Cynwyd Library and Ludington Library. Meeting rooms of limited accessibility are available at Ardmore, Gladwyne, and Penn Wynne libraries. For additional information regarding the Americans with Disabilities Act, please consult reference materials located in the library.