



Commerce Township Community Library

180 E. Commerce Rd.
Commerce Township, Michigan 48382
Phone: 248-669-8108 / Fax: 248-859-0015
Internet: www.commercelibrary.info

Charter Township of Commerce
Commerce Township Community Library
Application for Meeting Room Use

NAME: _____

ORGANIZATION: _____

Address: _____

Phone _____ E-mail address _____

Purpose of Meeting _____

Date Requested _____ (No more than 60 days from today's date)

Start Time: _____ End Time: _____

Anticipated Attendance: _____ Do you need access to a projector or DVD player? __YES __NO

The library reserves the right to request a security deposit.

I have read the policy for use of the Commerce Township Community Library and agree to abide by those policies. I understand that we are responsible for setup and take down and leaving the room in clean condition.

I hereby covenant and agree to defend, indemnify and hold harmless the Charter Township of Commerce, its officers, employees, volunteers, and agents from all liability, claims, actions, causes of action, lawsuits and demands including attorney's fees and costs, fines and/or penalties for personal injury, bodily injury or death (including personal injury, bodily injury or death of those using library facilities incident to and in conjunction with my reservation and use of a library meeting room) and/or property damage arising out of or in any way related to my reservation and use of a library meeting room.

Signature _____ Date _____

Library Card Number _____

RETURN THIS APPLICATION TO Bill Wines, Circulation Manager at the library or via email:
bwines@commercelibrary.info | Questions - Call 248-669-8108 ext. 102

OFFICE USE ONLY:

Approved _____

Revised: 3/06/18