

**APPENDIX C  
PROPOSED STANDARD  
LIBRARY MEETING ROOM USER APPLICATION AND AGREEMENT**

**POLICY 1076**

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**Library name:** \_\_\_\_\_

**Address:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Telephone:** \_\_\_\_\_

**FAX:** \_\_\_\_\_

**Name of Organization,  
Group, Individual:** \_\_\_\_\_

**Contact Person:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_

**FAX:** \_\_\_\_\_

**Date(s) and hour(s)  
of event:** \_\_\_\_\_

**Estimated attendance:** \_\_\_\_\_

**Equipment required:** \_\_\_\_\_

**Total Fees:** \_\_\_\_\_

**Agreement / Indemnity**

This agreement is between the \_\_\_\_\_, hereinafter called the  
*(Name of Library)*  
"Library" and \_\_\_\_\_, hereinafter called the User.  
*(Organization, Group, Individual)*

The library permits the user to use the meeting room as described in this agreement. The user has read and accepts the terms of policy 1076 regarding the use of library meeting rooms and agrees to the conditions specified by the library as attached. The user agrees to indemnify and save harmless the library, the library board, the facility owner or renter and the Province of New Brunswick, including their employees and agents of all liabilities, claims, actions or damages arising from the use of the meeting room by the user.

\_\_\_\_\_  
(Signature on behalf of user) (Date)

Approved by \_\_\_\_\_  
(Library Manager) (Date)

Approved by \_\_\_\_\_  
(Chair of Library Board) (Date) *(Based on local policy, the Chair of the local library board may co-sign)*

**NOT VALID UNLESS SIGNED BY ALL PARTIES**