

GRINNELL LIBRARY COMMUNITY ROOM USE

A) The basement meeting room may be reserved for use by educational, civic, cultural, and governmental groups if such groups do not seek admission. The room is not available for religious, political or partisan purpose, or the benefit of private individuals or commercial concerns. No alcohol shall be served or used by any group.

Priority for meeting room will be given to programs sponsored by the library.

- B) Children's groups may be allowed use of the room provided that they are supervised by one or more adult sponsors.
- C) Profit-making organizations sponsoring an educational program of a non-profit nature will be permitted to use the meeting room provided the meetings are open freely to the general public.
- D) The library director is authorized to deny permission for use of the library room to any group that is disorderly or violates these regulations.
- E) Meetings must be completed fifteen minutes before the closing of the library.
- F) Reservations are made first come first serve basis.
- G) Groups using the Community Room for programs not sponsored by the library must present a Certification of Insurance prior to using the room.

Insurance requirements: Please fill in blanks and complete application below.

Governing Law: This agreement shall be governed by and construed according to the laws of the State of New York.

Indemnification: The visiting organization shall indemnify and hold harmless the Grinnell Public Library and its representatives against any and all liabilities, claims, and costs of whatever kind and nature for injury or death of any persons and for loss or damage to property occurring in connection with the performance of this contract.

Insurance Requirements: The visiting organization shall procure, maintain and provide evidence of the following minimum insurance coverages during the life of this contract, in such

form and with carriers that have at least an A minus AM Best rating, at the visiting organization's expense. Grinnell Public Library is to be named as additional insured on the following policies (except Workers' Compensation). Coverage should be provided to Grinnell Library on a primary, non-contributory basis. Waiver of Subrogation in favor of Grinnell Library shall apply:

A. Commercial General Liability (Occurrence Form)*

\$2,000,000 General Aggregate

\$2,000,000 Products/Completed Operations Aggregate

\$1,000,000 Personal & Advertising Injury

\$1,000,000 Each Occurrence

*Including premises operations, products and completed operations, independent Contractors protective, contractual liability, and broad form property damage.

B. Umbrella Liability:

\$1,000,000 each occurrence, \$1,000,000 aggregate

~Approved by the Board of Trustees on April 20, 2016.

**USE OF GRINNELL LIBRARY MEETING ROOM
Application Form**

Name and Address of Organization

Name and Address of person filing application

Telephone Number

Purpose of Meeting

Date and Time Desired

I agree to abide by the regulations of the Grinnell Public Library District in regard to the use of the Community Room and will be personally responsible for any damage to the room and its contents.

Signed _____

Date _____