

PIANO USE REQUEST

Date and time requested: \_\_\_\_\_

Sponsor / Event Organizer \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_

Email \_\_\_\_\_

Community Room reserved Y./ N

Rental fee paid? Y./ N

Performing artist(s) (include additional musicians and/or vocalists, if any)

\_\_\_\_\_  
\_\_\_\_\_

Suggested program: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Will you be serving refreshments?

Who is handling publicity for this event?

Additional information:

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I agree to pay for all room rental fees and any piano tuning as needed. I have also read and agree to abide by the Meeting Room Policy as approved by the Board of Library Trustees.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Library Director

OR

\_\_\_\_\_  
Board of Trustees