

**Wallington Public Library
Program Area Use Request Form**

An application form must be submitted to the Library to schedule use of the Library's Program Area. Applications can be submitted up to six months in advance, but no less than twenty days prior to the requested date of use. Wallington residents and organizations are given first priority.

Date of Application: _____

Name of Organization: _____

Name & Title of Applicant: _____

Address: _____

Phone: _____

Our group is requesting use of the program area for the purpose of:

Our group is requesting use of the program area on the following date(s) and time(s):

I have read and understand the Library's Program & Use of Library Space Policy and agree to abide by the regulations therein. My group will observe all Library rules and regulations while utilizing the Library's program area.

PRINT NAME

SIGNATURE

DATE

LIBRARY USE ONLY:

Application Received by: _____ Date: _____

Application Approved by: _____ Date: _____