



ARLINGTON PUBLIC LIBRARY SYSTEM
MEETING ROOM APPLICATION
(Please print or type)

Date of application _____

Name of organization _____

Date of meeting _____ expected attendance _____

Starting time of meeting _____ ending time of meeting _____
(note restrictions indicated in policy)

Meeting title _____

Brief statement on the purpose of your meeting _____

Applicant's name _____

Address _____

Email: _____ Telephone # _____

Library card # _____ Is your library account in good standing? _____

Are you a resident or property owner in Arlington? _____ (provide address if different than above)

Need TV/DVD/VCR? Yes No

Need screen (where available)? Yes No

Need kitchen access? Yes No

Non-profit (proof required)? Yes No

Home owners association (registered with COA)? Yes No

I will attend this meeting as required by policy. Yes

I have read and understand the Arlington Public Library Meeting Room Policy and I agree to abide by its regulations.
Yes

Print Name _____

Signature _____

Date _____

Reservation Processed

BY _____

Library Staff

The meeting room has been inspected and is: APPROVED DISAPPROVED BY _____

Supervisor on Duty

CHECK THE APPROPRIATE BOX FOR THE LOCATION REQUESTED	LOCATION
<input type="checkbox"/>	George W. Hawkes Central Library – Community Room Attn: Library Administration 101 East Abram Street Arlington, TX 76010 (817) 459-6901 (817) 459-6900, select option 4 Room Occupancy – 197 Chairs for 100 8 ft. Tables = 9 6 ft. Tables = 8
<input type="checkbox"/>	Lake Arlington Branch Library-- Meeting Room 4000 S.W. Green Oaks Blvd. West Arlington, TX 76016 (817) 478-3762 Room Occupancy - 66 Chairs for 56 Tables - 4
<input type="checkbox"/>	Northeast Branch Library -- Meeting Room 1905 E. Brown Blvd. Arlington, TX 76006 (817) 277-5573 Room Occupancy - 107 Chairs for 90 Tables - 9
<input type="checkbox"/>	Southeast Branch Library – Meeting Room 900 SE Green Oaks Blvd. Arlington, TX 76018 (817) 459-6395 Room Occupancy – 150 Chairs for 120 Tables - 20
<input type="checkbox"/>	Southwest Branch Library – Meeting Room 3311 SE Green Oaks Blvd. Arlington, TX 76017 (817) 459-6386 Room Occupancy – 150 Chairs for 115 Tables - 20
<input type="checkbox"/>	Woodland West Branch Library -- Meeting Room 2837 W. Park Row Arlington, TX 76013 (817) 277-5265 Room Occupancy - 18 Chairs for 20 Tables – 4