

North Smithfield Public Library
29 Main St
Slatersville, RI 02876
401-767-2780

Meeting Room Application - Helen C. Greenwood Community Room

30 Person Capacity - Please use one form per meeting.

Applications must be received at least one week in advance but not more than 90 days prior to the requested reservation date.

Organization Name: _____

Contact Person: _____

Phone Number: _____

Email: _____

Meeting Date: _____

Start Time: _____ End Time: _____

Estimated Number of Attendees: _____

Description of event: _____

Special Requirements:

Agreement *

I have read and understand the Meeting Room Policy on the use of library facilities and agree to abide by its regulations. I agree to be personally and financially responsible for returning the room in the same condition it was received.

Signature of Applicant: _____