Study Room Rules

This Study Room is to be used for studying purposes only.

Reservation:
- Make a reservation over the phone or in person. If you are calling, make sure you are transferred to the Circulation Desk to make your reservation. You may make reservations in 24-hours advance. Only one 90-minute reservation per library card holder. A second reservation is allowed if there are no other reservations in place.
- Parents must accompany their children if they are under the age of 13.
- Staff will open the Study Room door for you.

What do I need?
- A library card to make reservation. Your card will be held at the circulation desk.

You agree to:
- Be responsible for all damages if there are any caused by you
- Keep noise to minimal level (you may be heard outside of the Study Room). Staff will give you only one warning. After that, you will be asked to leave the Study Room for the day.
- Clean the room ten (10) minutes before you leave
- Not bring any food or drinks (water in a sealed container is allowed)
- Ask a staff member for assistance (Do not try to “figure it out” on your own. If you damage it, you will be responsible for it)
- Not use the room for commercial activity, such as selling products, etc.
- Not lean on the glass for any reason
- Keep your shoes and socks on
- Use the external monitor on your own risk (Library does not guarantee that the external monitor is compatible with your laptop).
- Return the dry eraser and markers after use
- Not rearrange the furniture
- Follow Patron Code of Conduct
- Be responsible for your own personal items. Library will not be responsible for any lost items.

*Study Rooms Rules can change at any time without notice.