

Room Reservation Form
James Kennedy Public Library
320 1st Ave. E.
Dyersville, Iowa 52040
563-875-8912 telephone / 563-875-6162 fax

I am reserving the following room:

Hoffman Room: _____ Multipurpose Program Room: _____

Genealogy Room: _____ Study Room: _____

Name of Individual or Organization Using Room: _____

Contact Name (if Organization): _____

Address: _____

Telephone: _____ Email: _____

Date Room Needed: _____ Time Room Needed: _____

Purpose of Use: _____

On behalf of myself, my group, or my organization, I hereby acknowledge that I have read and agree to abide by the Meeting Room Use Policy.

Signature

Date

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Staff use only: