



RULES FOR MEETING ROOM USE

1. All meetings must be open and free to the public. No admission charges are permitted.
2. Your group is responsible for setting up tables and chairs in the meeting room.
3. Nothing may be fastened or affixed to the walls of the meeting room or on any wall within the library facilities.
4. Decorations, if any, must be approved by the Yuma County Library District Administration Office.
5. If your group has requested use of the meeting room before the library opens, approval must be obtained in advance.
6. A refundable damage deposit is required for all events.
7. All fees must be paid 72 working hours prior to the event.
8. Any changes to your reservation or cancellations must be reported 72 hours in advance.
9. When food and/or beverages are served in the meeting room, your organization is responsible to leave the meeting room clean and in an orderly condition. Alcoholic beverages are not permitted in the library.
10. The Yuma County Library District DOES NOT provide expendable supplies such as paper, pens, pencils, markers, chalk, erasers, transparencies, tape, coffee supplies, etc.
11. Meetings must be completed 15 minutes prior to the Library's closing time.
12. Fire Department regulations must be followed. These include no smoking, not blocking exits, and adhering to the number of people allowed in the meeting room.
13. Exterior meeting room doors must remain closed at all times
14. The *Library Rules & Regulations*, posted in the meeting room, must be observed at all times.

Lisa Mendez - Director

Main Library/ District Office

2951 S. 21st Dr.
Yuma, AZ 85364
Ph: (928) 782-1871
FaX: (928) 782-9420

Heritage Branch

350 Third Avenue
Yuma, AZ 85364
Ph: (928) 782-1871
Fax: (928) 782-0670

Dateland Branch

Dateland Elementary School
Avenue 64E & I-8
Dateland, AZ 85333
Ph: (928) 454-2242
Fax: (928) 454-2217

Foothills Branch

13226 E. South Frontage Rd
Yuma, Arizona 85367
Ph: (928) 342-1640
Fax: (928) 305-0497

Roll Branch

Mohawk Valley School
5151 S. Avenue 39E
Roll, AZ 85347
Ph: (928) 785-3701
Fax: (928) 785-3701

San Luis Branch

Literacy Program
731 N. First Avenue
San Luis, Arizona 85349
Ph: (928) 627-8344
Fax: (928) 627-8296

Somerton Branch

240 W. Canal Street
Somerton, AZ 85350
Ph: (928) 627-2149
Fax: (928) 627-8345

Wellton Branch

28790 San Jose Ave
Wellton, Arizona 85356
Ph: (928) 785-9575
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