

**REDWOOD FALLS PUBLIC LIBRARY
MEETING ROOM DEPOSIT USER AGREEMENT**

This agreement, made and executed this _____ day of _____,
20____, by and between the Redwood Falls Public Library, 509 South Lincoln, Redwood
Falls, MN, owner of the Meeting Room in the Library and _____.

In consideration of a \$25.00 deposit for usage of the Meeting Room, user agrees to the
terms and conditions of the Library Meeting Room Policy. The Library agrees to reserve
the Meeting Room on _____ beginning at _____ am/pm and
terminating at or about _____ am/pm.

The User agrees to leave the premises at the conclusion of their meeting in as good as
conditions as the premises were at the beginning of use, reasonable wear and tear or
unavoidable casualty expected. Liability for cost of replacing or repairing any part of the
Meeting Room damaged by User or employees of User, or guests shall rest solely with the
User. If Meeting Room is NOT vacuumed, tables put away and tops wiped off, garbage
bagged and room left in order, said deposit will be retained by the Library and future use
will require a new deposit.

User agrees to fully comply with all terms and conditions of this agreement and attached
Policy for Use of Library Meeting Room.

In Testimony Whereof, the User hereto causes the agreement to be validly executed in
his/her respective name, and if representing an organization, further represents and
certifies that he/she is a duly authorized agent of said entity and authorized to sign on
behalf of said entity.

Name of User, Please Print

Address: _____

Signature: _____

Date: _____

Please return to: Redwood Falls Public Library
509 South Lincoln
Redwood Falls, MN 56283