Santa Rosa County Library System
Meeting Room Application

- **Please allow 14 days for processing and response to application. Questions may be directed to the library manager.**
- **Cancellations and rescheduling requests should be made at least 48 hours prior to scheduled use.**
- **In consideration of other users, please complete business and cleanup by the end of your scheduled time.**
- **All publicity must state: *This is not a library sponsored program/event.***

Please Print

Location (Circle): Gulf Breeze Milton Navarre

One Time Event: Date_____Time_____

Recurring Event: Dates_____Time_____

Event Description: _____

Number of Attendees_____ Projector Needed?_____

Organization _____

Contact Name_____

Address_____

E-Mail Address_____

Phone_____ Phone_____

Alternate Contact Name_____

Address_____

E-Mail Address_____

Phone_____ Phone_____

Please submit the completed application to the library manager or fax to:
850-916-5403 Gulf Breeze Library
850-626-3096 Milton Library
850-936-6016 Navarre Library

I have read and understand the Library Meeting Room Policies and agree to abide by them.

_____
Signature **Date of Application**

LIBRARY USE ONLY
Approved or Denied_____ Notification Date_____
If Denied, Reason: _____