Cleve J. Fredricksen Library Meeting Room Application

1. Name of organization requesting meeting space:

2. Organization's physical address:

3. Organization's website address: Phone number:

4. Organization's profit status: Profit   Non-profit

5. What portion of your organization's membership reside within the municipalities that Fredricksen Library serves? The library's service area consists of:

      Camp Hill Borough—Lemoyne Borough—Wormleysburg Borough
      Hampden Township—Lower Allen Township—East Pennsboro Township

    The approximate percentage of organization's members that reside within these municipalities is   %

6. Is this a meeting that will be open to the general public?   Yes   No

7. Specific purpose of meeting:

8. Is there a cost, registration fee or request for donation associated with this program?   Yes   No

9. Meeting space requested:

    ☐ Ruggaber Community Room (seats up to 100, theater-style), lower level location

    ☐ Small Meeting Room (seats up to 15), lower level location

    ☐ Other, please specify

10. Meeting date(s) requested, in order of preference (we can schedule up to one calendar quarter in advance):

    If there is a need for flexibility, please place a list of dates below:

11. Meeting time(s) requested, in order of preference (all meetings must be held during library open hours):

              am   pm   to   am   pm

              am   pm   to   am   pm

12. Organization's representative (person authorized to request space):

13. Organization representative's email address:

14. Organization representative's phone number:

Signature: Date:

Please print and submit to the Information Desk or email a copy to fredricksen@ccpa.net for submission.
All applications and organizations are subject to Meeting Room Policy rules and availabilities for approval.
All meeting room applications will be reviewed on a first-come, first-served basis.
Incomplete applications will not be considered.