



## II. H. 3 Study Room Policy

As part of its community outreach service the library provides four study rooms during library hours for public use to benefit the Broomfield community. These rooms are appropriate for quiet study or work, small meetings or study groups.

**Study rooms are available for reservation by individuals or groups for a maximum of two hours per day. The name on the reservation must match the name of the patron using the room. Reservations can be made up to one week in advance by going to [b-rex.com](http://b-rex.com) and clicking on Rentals or by calling 720-887-2350. The Group Study Room can only be reserved the same day of use by phone or in person. In the event of a no-show, reservations will expire after 15 minutes.**

### Conditions for use

Study rooms are intended for short-term use and are available during open hours.

- Monday -Thursday 9 am – 9:00 pm
- Friday & Saturday 9 am – 5:00 pm
- Sunday 1 pm - 5:00 pm

Noise level should remain consistent with the library atmosphere (please use headphones with audio devices).

Lights must remain on in the room.

Rooms left unattended for more than 15 minutes will be relinquished and made available to other patrons. Items left in the room will be moved to the lost and found. The library and the City and County of Broomfield are not liable for any loss of possessions.

Considerate consumption of snack food or a covered beverage is allowed in public areas of the library unless otherwise posted. The study room, furnishings and equipment are left in good condition.

The library and the City and County of Broomfield reserve the right to refuse use of the study rooms at any time.

Permission to use the study rooms does not imply the library's or City and County of Broomfield's endorsement or sponsorship of any meetings, groups or beliefs.

Room Capacity 4 to 6 people