Mt. Lebanon, PA Municipal Building Meeting Room Reservation Form

Renter Info	ormation:									
Name:										
Address: _										
Phone: (day)				(evening)						
E-mail:										
The followi	ng meeting	room	s are re	equeste	d (th	e first line is pro		ed as an example):	- COMBINENT
<u>DATE</u>	ROOM (see reverse)	and e	(start nd)	OF PEOPL		SET-UP (see reverse)		<u>PURPOSE</u>		EQUIPMENT NEEDED (see reverse)
							Ì			
l acknowle	dge the pol	icies r	egardir	ng the us	se o	f this space.				
Renter Sig	nature					_		Date		
For office u	ıse only:	••••				•••••	• • •			•••••
<u>Date</u>	Rental Fe	<u>ee</u>	AV F	<u>ee</u>	Lic	. Agree. Sent	В	y (initials)		

<u>Date</u>	Rental Fee	AV Fee	Lic. Agree. Sent	By (initials)