



Conway Public Library

Library Park

Requests for use of the library park should be submitted in writing to the Conway Public Library's Director two months prior to the proposed event. Requests must include a proposed schedule of activities at the event. Once a request has been approved, the user is responsible for obtaining any and all necessary Town of Conway permits.

The following rules have been established by the Trustees for use of the park:

1. There are to be no intoxicants of any kind on the premises.
2. At the Library Director's discretion, users will provide a sufficient number of port-a-potties and not use the Library's toilet facilities.
3. Users will remove trash and debris resulting from use at the conclusion of the event.
4. There shall be no parking on the grass at any time or in the Library parking lot during the Library's hours of operation.
5. Users will provide their own electricity and any other utilities they may require.
6. Users will provide, prior to the date of the use of the park, a certificate of insurance naming the Conway Public Library as coinsured for the event as well as complete an agreement application, which may be obtained from the Library Director.
7. With the exception of the Library and the Friends of the Library, commercial advertising or booths are not permitted.
8. The park will not be used for commercial purposes. An event must be free and open to the public.