

## APPLICATION FOR FACILITY FEE WAIVER

Name: \_\_\_\_\_ Title \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ FAX: \_\_\_\_\_ E-mail Address: \_\_\_\_\_

Name of Event: \_\_\_\_\_

Day of Event: \_\_\_\_\_

Description of event: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

The following are the conditions by which facility fees can be waived:

\_\_\_\_\_ Event is open to the general public free of charge and is educational and cultural in nature.

\_\_\_\_\_ Event is conducted or actively co-sponsored by the Los Angeles Public Library.

\_\_\_\_\_ Event is conducted by the Library Foundation or other LAPL support group.

\_\_\_\_\_ Event is sponsored by the Library Foundation donor as delineated in the Fines and Fees schedule as approved by the Library Commission.

\_\_\_\_\_ Event is conducted by a neighborhood council.

\_\_\_\_\_ Event is conducted by a City of Los Angeles department or commission, county, state, federal or municipal organization and is intended for the public or community groups.

\_\_\_\_\_ Event is conducted by an elected official and is open to the public or community groups.

\_\_\_\_\_  
Signature of Requestor

\_\_\_\_\_  
Date

### SECTION BELOW TO BE COMPLETED BY LIBRARY PERSONNEL

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\_\_\_\_\_ Approved

\_\_\_\_\_ Disapproved

\_\_\_\_\_  
City Librarian or designee

\_\_\_\_\_  
Date