



Lafourche Parish Public Library - Meeting Room Reservation

Lockport Branch - 720 Crescent Ave. Lockport, LA 70374

(985) 532-3158

Maximum Capacity 39 This large meeting room space has capacity for 39 seated persons or 106 persons without the use of seating. Seating for use in this room includes: 9 Rectangular Tables and 39 Chairs

All required fields are indicated with an asterisk.

*Title: _____

***Terms & Conditions:**

I've read and agree to the *room reservation policy*.

Reservation Scheduling

Is this meeting or event open to the public?
Check the *public* option above if this event should show up in the public calendar.

Setup Time: 15 min 30 min 45 min 1 hr.
Teardown Time: 15 min 30 min 45 min 1 hr.

Reservation Date:

*Start date: _____ Time: _____
*End date: _____ Time: _____

Expected Attendance: _____

Equipment Available

- Apple TV Device
- Computer Speakers
- DVD/VCR Player
- Laptop
- Nintendo Wii
- Opaque Projector
- Projector
- Projector Screen
- TV
- White Board
- White Board Markers

Contact Information:

Library Card #: _____

*Contact Name: _____

*Contact Email: _____

*Contact Phone Number: _____

Company: _____

*Contact Address: _____

*City _____

*State _____

*Zip Code _____

Organization Information:

Organization: _____

Organization Type:

- Business
- Non-Profit
- Other

Special Requirements:

*Purpose of Meeting:

