

Study Rooms are available as a free service of the Nampa Public Library and may be reserved in advance, adhering to usage criteria, detailed below. Otherwise study room use is available on a first come, first serve basis. Study Room use privileges may be denied for non-compliance of policy.

Reservations and Usage:

- “Usage” refers to room use by an individual or a group. Only one member of a group may sign up on behalf of the group.
 - No member of a group may use a room separately from the group on the same day.
- Reservations of the Study Rooms must be made at least one day prior to usage, otherwise rooms are available to walk-in customers on a first-come/first serve basis.
- Reservations may be made up to 60 days in advance.
- Reservations may be made for 1 to 3-hour sessions.
 - When placing a reservation, a request may be made for a time extension over 3 hours; approval is required by a Library Manager or Lead.
- Room reservations will be held up to 15 minutes after scheduled start time.

- Users are required to sign-in at time of arrival, indicating expected duration of visit.
- Rooms may be used a maximum of 6 hours per week, not to exceed 3 hours in one day (i.e. 3 times at 2 hours or 2 times at 3 hours)
- Customers using Study Rooms agree to comply with all Library policies.
- Users may not charge a fee from those attending a meeting in the Study Room or make solicitations from attendees. No sales are allowed in the Study room.

- People may have drinks in enclosed containers, but food is not allowed.

- Users will deposit trash in garbage receptacles provided.
 - Rooms should be kept clean or made cleaner than found.
- Users will only use whiteboard markers supplied by library, available at the Information Desk.

- In the event damages occur to the Study Room or equipment, ordinary wear and tear excepted, user will be responsible for all costs incurred for cleaning and/or repairs.