



## ADULT USER AGREEMENT

# The Makery

The Makery at Homewood Public Library is a space that provides opportunity and equipment for your creative projects.

## MUSIC



## VIDEO



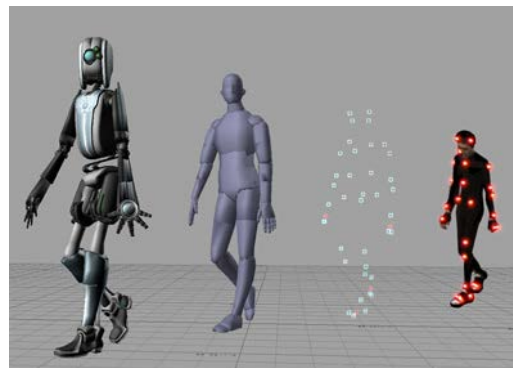
## PHOTOGRAPHY



## ILLUSTRATION



## ANIMATION



# The Makery

## User Guidelines (User Agreement)

The Makery is a state-of-the-art creative space where we invite you to turn your ideas into reality.

### Access

The Makery is open to Homewood patrons 18 and older. The users card should be in "good standing" with a signed User Agreement on file.

Patrons must sign this Agreement each year in order for them and their guest to use the space.

### The Makery Hours:

Monday-Thursday 9:00 a.m. - 8:45 p.m.

Friday & Saturday 9:00 a.m. - 4:45 p.m.

Sundays 1:00 - 4:45 p.m.

(The Library is closed Sundays from Memorial Day weekend through Labor Day weekend)

Make a reservation (up to 2 weeks in advance) by calling 708-798-0121 x232

### Reservations, Guidelines & Responsibilities:

- Reservations are encouraged, but we will take "walk ins" for your 2 hour session. Ask us if you need more time.
- You may have a guest(s) in the space with you. In the event that equipment is missing or damaged, you will be responsible.
- Group reservations for up to 6 people can be made. Ask us if you need more than 2 hours.
- When using the Makery, a \$500 security deposit will be added to the User's library card when checking into the space. This fee is removed at check out, after an inventory of the space is taken. If equipment is missing or damaged, the fee will be adjusted to the applicable amount and will remain on the User's library record.

When using the Makery, you should be aware that the attendant is there to provide basic help with our equipment. If you need more extensive help with equipment or software, use the resources in the Cheat Sheet binder provided in the space.

### Printing:

Print your creation with our standard or poster printer! Email or word documents should be printed outside of the space, thank you.

Computer Use, Internet and Expected Patron Behavior policies are posted in the space.

**Food and Drink are not allowed at any time.**



# The Makery

## Patron Approval for (User Agreement)

- I have read the Makery Guidelines and understand that I and my guest(s) should abide by them.
- I accept responsibility for the Makery facilities & equipment when I and my guest(s) are using the space.
- I and my guest(s) will not remove, add or alter any items or presets from computers or other equipment.

Patron's Name: \_\_\_\_\_

Library Card #: \_\_\_\_\_

Patron's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Telephone #: \_\_\_\_\_