

	CITY OF PALM DESERT	
	<i>Subject</i>	Study Room Policy
	<i>Policy No.</i>	LIBR-012
	<i>Date</i>	Issued: June 27, 2024 Amended: N/A
	<i>Approved by</i>	Resolution No. {2024-039}
	<i>Authored by</i>	Library Services

I. PURPOSE

A. This policy outlines the study room policy for the Palm Desert Library.

II. SCOPE

A. The Palm Desert Library welcomes the public use of its facilities and study rooms in keeping with the Library's mission to “nurture community well-being through social, cultural and learning experiences.” The Library permits the public to use its facilities and study rooms when such use does not interfere with Library-sponsored programs and services.

III. GENERAL POLICIES

- A. Library study rooms may not be used for solicitation and or sales of any nature.
- B. Two study rooms are available for quiet study at the Palm Desert Library. The study rooms can accommodate one to eight people.
- C. There is no fee to use study rooms.
- D. A study room may be used by any person 13 years or older who owns and presents a valid library card in good standing.
- E. Rooms are available on an in person first-come, first-served basis.
- F. Study Rooms may be used for a two-hour period. Extensions may be provided, depending on availability.
- G. The individual who reserves the room is responsible for ensuring that the room is left in clean condition with no damage to the room or furnishings.
- H. The City is not responsible for any property left unattended in group study rooms.
- I. The Library Code of Conduct applies to the study rooms. Failure to comply with the Library’s policies may result in the loss of study room privileges.