#### Hours

Monday - Thursday, 10am - 8:30pm Friday - Saturday, 10am - 5:30pm Sunday, 12pm - 5:30pm

# Pricing



#### Whole Meeting Room\*

• \$90/hr Resident, \$130/hr Non-Resident

#### West Meeting Room\*

• \$50/hr Resident, \$70/hr Non-Resident

#### East Meeting Room\*

• \$40/hr Resident, \$60/hr Non-Resident

#### **Youth Activity Room**

• \$30/hr Resident, \$50/hr Non-Resident

#### **Board Room**

• \$20/hr Resident, \$40/hr Non-Resident

#### **2nd Floor Meeting Room**

• \$10/hr Resident, \$30/hr Non-Resident

\*Before or after hours rentals are also available for an additional fee.

# **Equipment Rental**

- Custom Room Arrangement: \$20
- Stage Panels: \$20 each
- LCD Projector & Screen (or 48" TV Monitor in Youth Activity Room): \$20
- Screen Only: No Fee
- Podium: No Fee
- Laptop: No Fee
- Microphone: No Fee
- Presentation Remote: No Fee
- DVD/BluRay Player: No Fee
- Whiteboard: No Fee
- Extension Cord: No Fee

#### Reservations

To check availability & request meeting space, scan the QR code below or visit: **bit.ly/nplmeetingrooms** 

Requests will be addressed within 1-2 business days. Payment is due in full 2 business days after approval. **Room reservations are non-refundable.** 

For questions or special requests, call 248-869-7204 or email administration@novilibrary.org



# Catering

Delicious food and beverage options are available through the Library Café / Chartwells Catering, from full meals to light refreshments. View menu at: **novilibrary.org/services/cafe**.

For more information, contact Kimberly Sinclair at **248-449-1225** or **kimberly.sinclair@novik12.org** 

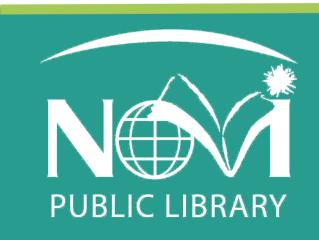
#### chartwells serving up happy & healthy

Novi Public Library 45255 W. Ten Mile Road Novi, Michigan 48375 248-349-0720 www.novilibrary.org

# Meeting Room Rentals



Plan your next meeting or event with spaces available at NPL!





# Whole Meeting Room



Our largest space accommodates up to 162 guests with chairs, or 45 - 110 with tables and chairs. Can choose from 5 standard arrangements. Includes use of kitchenette on East side. AV equipment rental available upon request.

# **West Meeting Room**



A movable wall divides the Whole Meeting Room into East and West sides. The West Meeting Room holds up to 90 guests with chairs, or 30 - 55 with tables and chairs. Can choose from 5 standard arrangements. AV equipment rental available upon request.

# **East Meeting Room**

A movable wall divides the Whole Meeting Room into East and West sides. The East Meeting Room holds up to 72 guests with chairs, or 25 - 35 with tables and chairs. Can choose from 5 standard arrangements. Includes use of kitchenette. AV equipment rental available upon request.



#### **Board Room**



Host your next meeting in our Board Room, which includes one permanent board table with 20 chairs and a whiteboard. AV equipment rental available upon request.

# **Youth Activity Room**

This space accommodates up to 36 guests, with 6 permanent tables each seating 6. Includes use of sink and counters. AV equipment rental available upon request.



#### 2nd Floor Meeting Room



For smaller meetings or group projects, check out our 2nd Floor Meeting Room, featuring one permanent table with 10 chairs and a whiteboard. AV equipment rental available upon request.