



Shute Memorial Library Study Room Policy

The study room at the Shute Memorial Library is available for quiet study, conference calls, and group projects.

The study room accommodates up to four people. No more than four people may use the room at a time.

The room may be reserved in-person at the Information Desk, by phone 617-394-2308, by email, shuteinfo@noblenet.org, or online on our website.

At least one individual in the room is required to be 11 years of age.

The person who reserves the room must leave a form of identification at the Information Desk. This includes but is not limited to: library card, student ID, driver's license, etc). When more than one person is in the room, only one ID is required, but all users will be recorded.

The room may be reserved for a two-hour period and users must leave promptly in order to allow the next group to gain access. If there are no patrons waiting for the room, the reservation may be extended upon request.

One person from the group must be in the room at all times.

Food and beverages, with the exception of water, are not permitted in the study room.

Individuals must behave in accordance with the Everett Public Libraries' standards of behavior outlined in the "Rules for Use of the Library." Patrons who fail to comply, will be asked to leave and may be suspended from future use of the room.

If a patron is 15 minutes late for their reservation while there are other patrons waiting, the appointment will be forfeited for the next user.

All study room users must vacate the room one-half hour prior to closing time.

