

# Innovation Station Rooms and Equipment Usage Agreement

Please read the following agreement terms and conditions carefully and sign below:

- I understand that the use of Innovation Station rooms is governed by procedures denoting specific times and manner of use, to which users must comply. Qatar National Library reserves the right to revoke the room privileges at any time, and reserves the right to cancel any scheduled event over any concerns related to safety, utility or disruption of library operations.
- I understand that the Innovation Station rooms must not be used for public events or private classes conducted by an outside party, whether paid or free.
- I agree to pay for repairs or replacement of equipment in case of damage or loss if deemed damaged during my scheduled time of use.
- I agree to return all equipment to its original place and to keep the room clean and tidy.
- I understand that equipment from the Innovation Station must not be used outside the designated space.
- I agree to keep the door closed but unlocked at all times for safety reasons and to keep the noise at a moderate level.
- I understand that Qatar National Library has the right to suspend my membership should I fail to follow this usage agreement.
- I understand that if I arrive more than 30 minutes after my scheduled time, the Library reserves the right to cancel my booking.

Name

Phone

Email

Date

Equipment name

☐ I have read the above usage agreement and agree to its terms and conditions.

Signed (Patron) \_\_\_\_\_

Signed (Library staff) \_\_\_\_\_

Signature of parent or legal guardian \_\_\_\_\_  
(only if patron is under 13 years of age)

