

## facility amenities & services

- \* free Wi-Fi
- \* printing & copying—brochures, pamphlets, flyers
- \* mobile printing
- \* scanning, faxing, laminating
- \* free public computers
- \* open area meeting space
- \* coffee and snacks available for purchase

## exam proctoring

We offer a proctoring service for exams. Please contact [amanda@brockvillelibrary.ca](mailto:amanda@brockvillelibrary.ca) or 613.342.3936 ext. 6422 to book a time.

Note: \$20 for each scheduled hour of exam (minimum \$20)

engage | evolve | experience

# community rooms

## Brockville Public Library

### library hours

**mon** 9am — 1pm

**tues, weds, thurs** 9am — 8pm

**fri, sat** 9am — 5pm

**sun** 1pm — 5pm

\* Closed Sundays of  
long weekends

## Brockville Public Library

613-342-3936 ext 6428

[margie@brockvillelibrary.ca](mailto:margie@brockvillelibrary.ca)

23 Buell Street P.O. Box 100

(opposite the Post Office)

Brockville, Ontario K6V 5T7



@brockvillepl



@brockvillepubliclibrary



/brockvillepubliclibrary



## room rentals

We have two public meeting rooms available for use during regular Library hours. The Buell Street Room (lower level) and the George Street Room (upper level).

### buell street room (main level)



- \* \$40/hour for profit, \$200/day
- \* \$20/hour not for profit, \$100/day
- \* up to 75 people
- \* tables, chairs, lectern, kitchen, projector, Blu-ray/DVD player, laptop, speakers, microphone

### george street room (upper level)



- \* \$20/hour for profit, \$100/day
- \* \$10/hour not for profit, \$50/day
- \* up to 12 people
- \* tables, chairs, white board, write-on projector board

## rooms to use

We have two public meeting rooms available for public use on a first come first serve basis during regular Library hours.

### study room (upper level)

- \* up to 6 people
- \* table, chairs, computers, speakers
- \* exam proctoring (see back page for details)
- \* free for use for group study, word processing, and desktop publishing, or online training, etc.
- \* may be rented for one (1) hour to non-profit and for-profit groups on a walk-in basis, if the room is not in-use or reserved within the next hour. Hourly fees apply.  
\$20/hour for **profit**, \$100/day; \$10/hour **non-profit**, \$50/day

### research room (upper level)

- \* up to 4 people
- \* table, chairs, computer with zoom text software, large print keyboard
- \* microfilm/microfiche
- \* no fee, but must be reserved in advance
- \* maximum booking 2 hours (exceptions made for exams)

### please note that...

- \* additional rental fees apply for equipment use and bookings before or after Library operating hours.
- \* proof of insurance may be required for meeting room bookings.
- \* our Meeting Room Policy and Room Rental Agreement forms are available online and at the main desk of the library.

For more information, please contact Margie at 613.342.3936 ext. 6428 or [margie@brockvillelibrary.ca](mailto:margie@brockvillelibrary.ca)

Community Room use is guided by Library Policy Facility 12 -3

See back for more info.