

# Parking Lot

Created 4-21-2022

Revised

Reviewed

## Acceptable Use

The parking lot of the Pendleton County Public Library is available to be reserved by individuals, non-profit organizations, or for-profit entities for events that provide a benefit to Pendleton County residents. Examples include, but are not limited to:

- Testing, screening, or other medical services being provided at a mobile location (e.g., mammograms, heart tests, vaccinations).
- Providing a convenient location for online order pickup.
  - No money shall be exchanged on Library property. This includes cash, credit cards, and other forms of non-cash payments.
  - Library patrons shall not be solicited.
- Other special events that are open to the public, reasonable in scale, and that do not interfere with Library operations.

## Reservations

- Any person or group desiring to use the Library parking lot shall contact the Director and execute a contract.
- The parking lot shall be available to eligible parties on a first-come, first-served basis.
- The parking lot shall be made available on equal terms to all eligible business or organizations of the same type.

## Rules for Use

- Any person or entity using the Library parking lot shall maintain liability insurance and name the Pendleton County Public Library as an additional insured.
- All groups will agree to hold PCPL and the Board of Trustees free from any loss, damage, liability, costs, and/or expense that may arise during or to be caused in any way by such use of the Library facility.
- Groups reserving the parking lot may not use the Library's name, logo or address in any way that indicates Library sponsorship of the event.
- No signage shall be permitted, except during the event and to mark parking.
- The parking lot may not be used for any unlawful purpose and events may not disturb normal Library function.

- The Library cannot be responsible for loss or damage to property left in the parking or personal property of those attending the event.
- Consumption of alcoholic beverages of any nature are prohibited on all Library premises.
- The use of any smoke or tobacco product is prohibited on all PCPL property (see Smoke and Tobacco Free Property).

**First Amendment Activity**

The Policy shall not apply to individuals lawfully assembled for the purpose of exercising their rights protected under the First Amendment to the United States Constitution or Section 1 of the Kentucky Constitution. However, the Library reserves the right to impose lawful time, place, and manner restrictions on such events.