



Clark County Public Library

# Bookmobile Special Event Request Form

*Please Print Clearly*

Name of organization/event: \_\_\_\_\_ Date: \_\_\_\_\_

Address (please include ZIP): \_\_\_\_\_

Contact person: \_\_\_\_\_

Phone Number: (     ) \_\_\_\_\_ - \_\_\_\_\_ Email: \_\_\_\_\_

*Please describe the area where the Bookmobile would be parked and how it could enter and exit:*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Requested date and length of time for special event: \_\_\_\_\_

Topic or purpose of the event: \_\_\_\_\_

Would you be promoting that the Bookmobile would be available?     Yes \_\_\_\_\_     No \_\_\_\_\_

If so, how? \_\_\_\_\_

Estimated number of individuals served at this event: \_\_\_\_\_

What age levels do you anticipate the Bookmobile serving at this event? (Check all that apply)

Preschool \_\_\_\_\_ Children \_\_\_\_\_ Teens \_\_\_\_\_ Adults \_\_\_\_\_ Seniors \_\_\_\_\_ Families \_\_\_\_\_

What library services would most benefit this event? (materials checkout, library card sign-up, promotion of library services, etc...)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Comments or Questions:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**This form may be returned to any CCPL location ATTN: John Pelletier , returned via FAX to (937) 328-6908, emailed to [jpelletier@ccpl.lib.oh.us](mailto:jpelletier@ccpl.lib.oh.us) or mailed to: Bookmobile Department, 201 S. Fountain Avenue, Springfield, Ohio 45506**