



FOUNDED 1768

The Leeds Library

18 COMMERCIAL STREET LEEDS LS1 6AL

tel. no: 0113 2453071; fax no: 0113 2451191

email: enquiries@theleedslibrary.org.uk

website: www.theleedslibrary.org.uk

Application for room hire or group tour

Please fill out the form below and return to the Library, we will be in touch within 2 weeks.

Contact Name:		Membership Number (if applicable)	
Organisation or company name:			
Address:			
Email:			
Telephone:			
Date Required:		Time(s) required:	
Event Summary:			
Number of attendees:			
Additional requirements:			

Costs Room Hire: £75 per hour 9:00 until 17:00 Monday to Saturday

Costs Group visits: £75 per hour 9:00 until 17:00 Monday to Saturday

Key holder Services: £20 per hour (this applies to room hire after 17:00 Monday to Friday and after 13:00 on a Saturday and is added to the cost of the room hire)

Refreshments: Tea, coffee and biscuits can be supplied at £2 a head.
The library is unable to offer catering facilities.

Please note that the library operates a no coats and bags policy. Coats and bags over A4 in size must be stored in the lockers provided.