

Date: _____

Teen Guidelines for Programming

1. Teen programmers must be at least in 9th grade.
2. Teen programmers **cannot** collect private information from patrons, including but not limited to phone number, email, address, name, age.
3. Teen run events cannot raise funds for anything but the library.
4. Teen programmers must give 48 hour notice if they will miss a program, barring an emergency.
5. Failure to give proper notice or failure to arrive without prior warning will result in a 6 month ban on any future programs. No community service hours after the failure to show will be granted.
6. Teen programmers are expected to arrive 15 minutes before their program and will clean up after their program is finished.
7. Teen programmers will dress appropriately and follow the general rules of the library, no running, excessive loud noise, inappropriate language or destruction of property.
8. Teen programmers will report any concerns or problems to a library staff member immediately.
9. The Plainsboro Public Library reserves the right to deny a teen presenter sponsorship and space at any time.
10. Teen programmers are required to meet with the librarian before they start their program to go over these rules.

I agree to follow the rules and guidelines above.

Name(s) (print): _____

Name of program: _____