Group Study Room Policy
in the Faustyn Czerwijowski Reading Room

1. The Library Group Study Room (hereinafter referred to as the Room) shall be used by the holders of a valid Library Card and shall accommodate up to 8 individuals.

2. The Room is intended for study or group work only and shall not be used for other purposes, especially for the purpose of commercial activity.

3. Reservation shall be made at least 3 days in advance, subject to point 8 of this Policy.

4. Reservation shall be made by email via the Library website www.koszykowa.pl/ppg. Reservation is not final until the Reader receives a confirmation email.

5. The Room shall be reserved once a day up to 3 hours per day and shall be used during the Library opening hours.

6. The Reader may make a change to a confirmed reservation only if the new reservation date and time slot are available.

7. Reservation shall be automatically cancelled if the Room is not occupied within 30 minutes of the reserved time.

8. If the Room is not reserved for a given time slot, it may be made available to the Readers who notify the Librarian in the Reading Room that they wish to use the Room without reserving it in advance. Such use of the Room is subject to the terms and conditions specified herein.

9. The Library shall not be liable for any items left unattended in the Group Study Room.

10. Readers shall leave the Room in a neat and orderly condition.

11. Readers shall not use the Room in a way that interferes with other services of the Library.

12. The Reader shall be liable for any damage or loss arising from the improper use of the Room, especially for any damage, destruction or theft of equipment. If the damage or loss are caused by the improper use of the Room, the Reader shall compensate the Library for the damage within 14 days following the date of notification of its amount and type.

13. Smoking, consuming alcohol or other similar substances, and moving around with a source of fire is strictly prohibited on the premises of the Library.

14. The Library shall be not liable to the Reader if the Group Study Room cannot be made available due to circumstances unforeseen at the time of reservation.
15. The Library reserves the right to deny a reservation to the Reader who violated this Policy.