



Meeting Room Fee Schedule

Library sponsored and Town of Trumbull sponsored programs:	No charge
Non Profit Organizations:	\$ 5/hr
For Profit Organizations: <i>(Based in Trumbull or serving Trumbull community)</i>	
➤ Main Library Hawley-Nichols Community Room	\$ 40/hr
➤ Fairchild-Nichols Memorial Branch Library Community Room	\$ 35/hr
➤ Merwin Room	\$ 35/hr
➤ Kiwanis Room	\$ 25/hr

Meeting Room Capacity *(per Town of Trumbull Fire Marshall)*

Main Library Rooms:

Hawley-Nichols Community Room	Minimum 20 – Maximum 208
Merwin Room	Maximum 40
Kiwanis Conference Room	Maximum 20
Fairchild-Nichols Memorial Library Community Room	Maximum 50

Equipment Available upon request

- Kitchen (dishwasher, microwave, refrigerator, sink, stove, coffee pots)
- Internet access *(projector for laptop by special arrangement)*
- Microphone and sound system
- Piano
- Podium
- Projector screen
- Six foot tables
- Stackable chairs (150)
- VCR/DVD player
- White board

Please check the Library hours below to ensure the proper scheduling of your meeting.
(By pre-arrangement with Director, a meeting may extend beyond Library hours in Hawley-Nichols Room.)

Main Library Hours: 33 Quality Street Monday-Thursday 9 a.m. – 8 p.m. Friday-Saturday 9 a.m. – 5 p.m. Sunday (Sept.-May) 1 p.m. – 5 p.m.	Fairchild-Nichols Memorial Branch Library 1718 Huntington Turnpike Monday & Wednesday 10 a.m. – 8 p.m. Tuesday & Thursday 10 a.m. – 5 p.m. Saturday 10 a.m. – 2 p.m.
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