

STUDY ROOM USE

The Georgetown Library provides two study rooms on the upper level for public use. Once room is by reservation only while the other is available on a first come, first served basis. There is also a study room for teens (ages 12-17) on the main level. Rooms are available during library hours and must be vacated 30 minutes prior to closing. Please be sure to read all rules posted outside the room.

MEETING ROOM USE

The Georgetown Library provides a Conference Room as well as two Meeting Rooms that can be used separately or as one larger room. Meeting Rooms are available for non-profit, educational, civic, cultural, and governmental groups where no admission is charged.

Room use is limited to 4 hours and may be reserved up to 3 months in advance online or at the library. Room requests are subject to staff approval and must be received at least 2 hours in advance. If more immediate use is needed, please see a library staff member.

Please check with the library or visit gtpl.org for a full list of Meeting Room use guidelines.

CONTACT US

LIBRARY HOURS

MON-THURS	10AM-9PM
FRIDAY	10AM-5PM
SATURDAY	10AM-5PM
SUNDAY	CLOSED

SUMMER HOURS

MON-THURS	9AM-9PM
FRIDAY	9AM-5PM
SATURDAY	9AM-1PM
SUNDAY	CLOSED

ADDRESS:
1525 Baldwin
Jenison, MI 49428

E-MAIL:
info@gtpl.org

PHONE:
616.457.9620

WEBSITE:
www.gtpl.org

HOW DO I....

**RESERVE A
STUDY &
MEETING
ROOM**



GEORGETOWN TOWNSHIP
PUBLIC LIBRARY

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SERVICES

- Events Calendar
- Newsletter
- Apply for a Library Card
- Reserve a Study Room

To reserve a Study Room or Meeting Room, please visit www.gtpl.org and click on Reserve a Study Room. When you get to the Events Calendar, click on Reserve a Room

Reserve a Room

Room availability can be search by room or by day. If you have a specific room you wish to reserve, select "By Room"; if any available room will work, select "By Day"

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[Home](#)

Reserve a Room

Please read the **Study & Meeting Room policy** before proceeding.

Rooms must be reserved at least 2 hours in advance and can be reserved up to 3 months in advance. If immediate use of a room library staff member for assistance.



Filters

Room Type
Any

Start Time
mm/dd/yyyy
--:--

Duration
- Select -

Apply Reset

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Conference Room
Georgetown Township Public Library
Monday, January 8, 2024
2:00pm - 4:00pm
Minimum Capacity: 1
Maximum Capacity: 10
Conference meeting room located on the 2nd floor

Room Details
Reserve This Room

Depending on whether you select to reserve by day or by time, you will need to select your room or select your date and starting time.

Contact Information *

Contact Name *

Contact Email *

Confirm Contact Email *

Contact Phone Number

Purpose of Meeting *

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Enter the name of the person(s) reserving the room as well as contact information. You will also be required to include a purpose for using the room and may be asked the expected number of occupants to ensure the room selected is the correct size for your reservation. Click on **SUBMIT** when finished.

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If your registration was successful, you will receive a pop-up message and the option to return to the program calendar. Reservations are pending until approved by library staff. If you opted for an e-mail confirmation/reminder, a link to cancel your reservation will be included.

Confirmation

Your request to reserve Conference Room at Georgetown Township Public Library is pending confirmation. We will send you an e-mail notification confirming your reservation.

Continue