

West Bend Community Memorial Library Beverage Policy

The West Bend Community Memorial Library strives to provide a welcoming, comfortable environment where our customers can imagine, learn and grow. We understand that while visiting the library customers may want to enjoy a beverage, but we ask that you follow the guidelines listed below to ensure a clean, safe and welcoming environment for all.

- **Non-alcoholic drinks only**
- **Use spill proof cups.**
- **No deliveries**
- **Place trash in receptacles**
- **Be considerate of others and clean up after yourself**

We know that accidents happen, so if you accidentally spill something please clean it up and let a staff member know so we can ensure that damaged materials are properly treated.

This policy has been designed to balance the needs of the library with the convenience of our customers. We encourage library customers to help us monitor this policy. However, if a library staff member observes abuse of this policy the offending individual will be asked to desist or leave the library.

Thank you for your cooperation.

**Approved by the West Bend Community Memorial Library Board
November 16, 2010**

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West Bend Community Memorial Library Board of Trustees