Writers' Room Application Form

Statement of Policy

Folio offers a quiet, affordable place for members who are working on writing projects by providing individual room (Writers' Room) available for rent.

- Following project review and approval, the member will be rented a private Writers' Room or placed on a waiting list and notified when a room becomes available
- The Writers' Room rents for $275/month and includes if desired; a desk, office chair, and personal file cabinet. Payment is due at the start of the rental period; the 1st or the 15th of any given month
- The Writers' Room can be rented on a month-to-month basis for up to 3 months. Should a writer wish to extend the rental period, s/he must submit a brief request with a short summary of what has been accomplished and how s/he would benefit from an additional 3 months of stay. The request will be evaluated based on the project and the number of members on the waitlist
- Use of the Writers' Room is available during Folio open hours only
- Use of the Writers' Room is limited to the renter only
- The Writers' Room can be kept locked by users

Acceptance of Folio's Writers' Room Rental Policy

The undersigned accepts Folio's Writers' Room rental policy:

_____

(Signature) (Date)

_____

(Printed Name) (Member #)

FOLIO The Seattle Athenaeum

Member Name: _____

Contact information:

Phone _____

Email _____

Description of Project:

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Folio Notes:

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