



### **Food in the Library**

- Guests are expected to clean up after themselves, discarding trash in appropriate containers and notifying staff immediately of any spills.
- Drinks, where permitted, including the second floor, are limited to re-sealable containers remaining covered/lid kept on and secure.
- No food is allowed on the second floor of the Library; including Local History and iCube Rooms
- Food and drink are permitted in meeting rooms, with Library Management approval, and must be contained to the meeting rooms.
- Food must be in enclosed containers or individually wrapped; no open plates of food.
- Delivery of food cannot be accepted within 100 feet of the main doors, or in designated library emergency and accessible parking areas.
- Staff will not accept food items from delivery sources; therefore, when available, the Library encourages guests to purchase food from the café.
- The Library is not responsible for food items that have been delivered but not accepted by a guest and left unattended on Library property.
- With Library Management approval, groups hosting events in partnership with the Library may have food and drink restrictions waived.

The Library is aware that reaction of individuals to food allergies may result in serious medical conditions and reminds all persons with food allergies that:

- From time to time, food is served during library programs and activities.
- The Library is not responsible for allergens consumed at library events.
- Guests with food allergies are responsible for monitoring food served by the Library.
- Responsibility for monitoring Minors rests with the parent, guardian or caregiver.

The Library will attempt to make available a list of ingredients for food served at library programs. The Library does not monitor food brought in by outside groups.

The café is a separate business entity of the Library. Questions/concerns pertaining to food items must be directed to the café manager. The Library is not responsible for items sold and consumed from the café.

Approved: February 16, 2011; Amended: June 22, 2017; Amended: October 27, 2022

Signed:



Kathy Crawford, President  
Novi Public Library Board of Trustees