

Hours

Monday - Thursday, 10am - 8:30pm

Friday - Saturday, 10am - 5:30pm

Sunday, 12pm - 5:30pm

Before or after hours rentals may also be available in the Whole, West, East Meeting Rooms and Library Patio with prior approval and for an additional fee.

Equipment Rental

Available in All Rooms:

- LCD Projector & Screen (or 48" TV Monitor in Youth Activity Room): \$20
- Screen Only: No Fee
- Laptop: No Fee
- Presentation Remote: No Fee
- DVD/BluRay Player: No Fee
- Whiteboard: No Fee
- Extension Cord: No Fee



Whole, West, East Meeting Rooms Only:

- Custom Room Arrangement: \$20
- Stage Panels: \$20 each
- Podium: No Fee
- Microphone: No Fee



Catering

Delicious food and beverage options are available through the Library Café / Chartwells Catering. View menu at:

novilibrary.org/services/cafe.

For more information, contact Kimberly Sinclair at **248-449-1225** or kimberly.sinclair@novik12.org

chartwells
serving up happy & healthy

Reservations

To check availability and submit a reservation request, scan the QR code below or visit: novilibrary.org/meetingrooms

Requests will be addressed within 2 business days. Payment is due in full 2 business days after approval. **Room reservations are non-refundable.**

For questions or special requests, call **248-869-7204** or email administration@novilibrary.org



Benefits of Renting at NPL

- Free public parking onsite
- Free Wi-Fi throughout building
- Book and pay online
- AV equipment available in all rooms
- Café onsite, with catering available
- Room set up for you prior to arrival
- Convenient location
- Helpful, friendly staff

Novi Public Library
45255 W. Ten Mile Road
Novi, Michigan 48375
248-349-0720
www.novilibrary.org

Meeting Room Rentals



Plan your next meeting or event with spaces available at NPL!



Whole Meeting Room



\$95/hr Resident, \$135/hr Non-Resident

- Fits up to 162 guests with just chairs
- Fits 45 - 110 with tables and chairs
- Choose from 5 standard arrangements
- Includes use of kitchenette

East Meeting Room

\$45/hr Resident, \$65/hr Non-Resident

- Smaller side of Whole Meeting Room
- Fits up to 72 guests with just chairs
- Fits 24-36 with tables and chairs
- Choose from 5 standard arrangements
- Includes use of kitchenette



Board Room



\$25/hr Resident, \$45/hr Non-Resident

- Fits up to 20 guests
- 1 standard arrangement of 1 table with 20 chairs
- Includes use of whiteboard and markers

West Meeting Room



\$55/hr Resident, \$75/hr Non-Resident

- Larger side of Whole Meeting Room
- Fits up to 90 guests with just chairs
- Fits 27-54 with tables and chairs
- Choose from 5 standard arrangements

Youth Activity Room

\$35/hr Resident, \$55/hr Non-Resident

- Fits up to 36 guests
- 1 standard arrangement of 6 tables with 6 chairs each
- Includes use of sink



2nd Floor Meeting Room



\$15/hr Resident, \$35/hr Non-Resident

- Fits up to 10 people
- 1 standard arrangement of 1 table with 10 chairs
- Includes use of whiteboard and markers