

### **Conditions of use Booth hall**

- only for students and staff of Utrecht University faculties, teaching institutes, university services and study societies, the FKT, HOVO Utrecht and UMC for lectures, congresses and symposia, degree certificate ceremonies and guest lectures;
- the Booth hall is not available for regular educational activities;
- the hall seats a maximum of 125 persons;
- you must make an online reservation in advance (there is an hour's interval between two bookings);
- only after you have received approval of your request, is the reservation final;
- before using the hall, you must report to the service desk on the first floor;
- a library staff member will open the hall for you;
- you are not allowed to place extra furniture and/or move or remove the furniture;
- you are not allowed to put up posters on the walls, windows, doors or furniture;
- you are not allowed to give access to other persons;
- food and drink in the Booth hall is not allowed (with the exception of capped bottles);
- catering services can only be provided by the catering department of Utrecht University and takes place in the foyer opposite the hall and between the hours of your reservation;
- the hall and the foyer must be left tidy after use;
- after use of the hall you must report to the service desk, a staff member will go with you to check the room and lock up;
- Utrecht University Library is not liable for theft, loss or damage to your personal belongings in the study room;
- as a user, you are responsible for the proper use of the Booth hall and liable for any damage which has been inflicted to the furniture during use of the room or after having left the room unattended/unlocked;
- if you do not observe these conditions of use you may be excluded from the use of study rooms, group study rooms and halls in the Utrecht University Library;
- by confirming your reservation you agree with these conditions of use.