

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 and East Meeting Rooms 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, from full meals to light refreshments. View menu at: **novilibrary.org/services/cafe**.

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



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



\$90/hr Resident, \$130/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

\$40/hr Resident, \$60/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



\$20/hr Resident, \$40/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



\$50/hr Resident, \$70/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

\$30/hr Resident, \$50/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



\$10/hr Resident, \$30/hr Non-Resident

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