

# Facility Rental Room & Furniture Options



Schedule your next private party, business meeting, or community organization's event at the Manheim Township Public Library. The library offers a variety of meeting rooms and event facilities, which can be reserved for a fee, to accommodate groups of any size up to 96 people. The library is easily accessible off the Manheim Pike exit of Route 283, and the Fruitville Pike exit of Route 30, making it one of Lancaster's most centrally located and convenient locations to plan your next meeting or event.

## Room Options

### Morgan Center A, B, & C

This combination of three dividable rooms is the largest facility in the library. The high ceiling and bright lighting make this state of the art facility ideal for presentations, fundraisers, concerts, discussions, dinners, parties, and events with flexibility to meet many needs.

The combinations of rooms can hold up to 96 people in chairs. Also available are rectangular tables and circular tables which can seat up to 4.

The center room hosts a built in audio system that connects to a high definition overhead digital projector. Lighting options include full bright fluorescent and dimmable fluorescent or halogen lighting.

The large room can be divided into three individual rooms. Each has a capacity of up to 32 individuals in chairs.

### Morgan Center A

This is the most interior room in the facility and is closest to the teaching kitchen. Morgan A has a capacity of up to 32 in chairs or 16 with chair and tables.

### Morgan Center B

This room is the middle room which has a built-in ceiling projector, large projection screen, a built-in sound system, and windows with full or partial blinds. Morgan B has a capacity of up to 32 in chairs or 16 with chair and tables.

### Morgan Center C

This is the most exterior room in the facility with a corner window that has a partial blind. Morgan C has a capacity of up to 32 in chairs or 16 with chair and tables.

### Lapp Story Silo

This multipurpose room works for meetings, but is especially great for parties or crafting events. The room is the most prominent room visible from the exterior and can accommodate up to 20 individuals. It is accessible through the children's library.

## Study Rooms

There is no charge for use of the Study Rooms unless reserved (see fee schedule for rates). These are used on a first-come/first-serve basis. Study Rooms must be returned to their original state. Registrant(s) will be held responsible for any damage to library property in the Study Rooms. These rooms can only be used during normal library hours for periods of 2 hours at a time. This may be extended if no one is waiting. They shall be checked out at the Service Center prior to use.

## Furniture Options

### Tables

Rectangular (72"x30" by 29" high)  
Round (60" across, 29" high)  
Card Tables (36" square)  
Children's Tables (24" square)

### Chairs

Adult  
Children's

## Other

US and PA flags  
Lectern  
White Board  
Easel  
Portable Projector  
Portable Projection Screen