The Yonkers Public Library welcomes proposals and suggestions for programs and performances to be presented in its branches. Preference will be given to programs that support and highlight the Library’s mission, services and collections. Please provide as much information as possible about the program you are interested in presenting. Please bear in mind that not every program will be approved. Email filled-out form to: ypl@wlsmail.org. You will be contacted if the program meets our guidelines and fits into our schedule and budget.

Name: ________________________________

Address: ______________________________________

City __________________ State ______ ZIP ______

Telephone #: (______) ______________________________ FAX #: (______) ______________________________

E-mail Address: ______________________________

Organization (if applicable): ______________________________

Is this organization not-for-profit?  ☐ Yes  ☐ No

Choose one or more Yonkers Public Library Branches where you would like to present your program:

☐ Riverfront Library  ☐ Grinton I. Will Branch  ☐ Crestwood Branch

Proposed Date or Dates of Program: ______________________________

Proposed Beginning and End Time of Program: ______________________________

Title of Program: ______________________________

How many people would you expect to attend the program?

For what age group is the program intended? (Check all that apply)

☐ All ages  ☐ Children 0-5  ☐ Children 6-12  ☐ Teens  ☐ Adults

Would rehearsal space be required prior to the program?  ☐ Yes  ☐ No
Would there be a charge to the library for you to present the program?  

☐ Yes  ☐ No

If yes, how much?

In the space below, please provide as much information as possible about the subject and format of the program (e.g., 1 hour film about the ecology of the Hudson River followed by 1 hour of panel discussion). You may attach additional sheets if necessary to provide more information. You may also attach flyers or other materials that would help us evaluate the program.

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

Do you have credentials or previous experience that would qualify you to present this program? Please list your qualifications. You may also attach a resume or a flyer from a previous program that you have presented.

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

Would any special equipment be needed for the program (e.g., LCD projector, microphone, etc.)? Please provide a detailed list. You may attach another sheet if necessary.

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

Would food be served at the program? If so, please provide specifics:

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

Has a member of the library staff already agreed to sponsor this program?  

☐ Yes  ☐ No

If yes, please provide the staff member’s name:

________________________________________________________________________________________

Would the library be expected to do publicity (flyers, press release, mailing) for the program?  

☐ Yes  ☐ No