



245 Lake Street
Upper Saddle River
New Jersey 07458
Telephone: 201-327-2583
Facsimile: 201-327-3966

PRIVATE/COMMERCIAL BUSINESS POLICY

The Board of Trustees of the Upper Saddle River Library prohibits any person/s from conducting private Commercial business anywhere in the Library with the exception of the lower level meeting room spaces. These meeting spaces may be rented according to the meeting room policy. Private business includes, but is not limited to: private paid tutors, internet business, presentation to client for paid services and any other private/commercial businesses.

INFORMATION FOR TUTORS

In accordance with our Private/Commercial Business Policy and our Meeting Room Policy, the Board of Trustees is offering an accommodation for Private Tutors using the Library. Tutors may rent table space in an available meeting room at fee of \$10 per hour. To rent tutoring space a person must fill out a meeting room form with dates, times and payment for rental. Forms are available at the Library or on the Library web site at www.uppertsaddleriverlibrary.org

In accordance with our **Unattended Child Policy** it is preferred that the parent remain in the Library while their child is being tutored.

Tutors/students must bring their own supplies.