

EVENTS ROOM RULES

1. To use the hall, please **book it in advance** either online via the library's website, or at the Registration desk.
2. The hall is **designated for group activities only**, such as study groups, seminars, meetings, project work etc.
3. If you need to bring in food and beverages, please notify a staff member. Only **cold foods and bottled/closed liquids are allowed**.
4. The room is **not intended for individual study** and may only be reserved for groups of two or more.
5. Visitors must:
 - **not damage the facilities** and equipment.
 - be responsible for their **personal belongings**.
 - observe **good hygiene**, especially if using food and drinks;
 - be familiar with and comply with their responsibilities, as stipulated in the *Library's Regulations* (available on the website and at the Registration desk upon request)
6. In case of intentional damage to library equipment, a user shall reimburse the cost of the damaged item, according to the fee set by the library director. The user may be banned from using any of the library's services in the future.
7. Thefts will be reported to the senior management of MU – Sofia, which will decide on further actions.
8. There is **video surveillance** in this hall.