



**APPLICATION TO SPONSOR A LITTLE FREE LIBRARY®**

**Information about the Person Who Is Completing This Application**

Date:	
First name:	
Last name:	
Street address:	
Zip code:	
Phone number:	
Email address:	

**Other Entity Requesting – Complete this section if requested on behalf of Homeowners, Neighborhood Assoc, Business or other organization.**

Name and Address of Homeowners or Neighborhood Association.	
Name & Address of President	
Name & Address of Business	
Name & Address of President/Owner	
Name & Address of Other Organization	
Name & Address of President	

**Address where the Little Free Library will be placed:**

Street Address:	
Zip code:	

**Name of the Person Who Will be Responsible for the Little Free Library (the Steward):**

First name:	
Last name:	
Street address:	
Zip code:	
Phone number:	
Email address:	

**I have read the Terms and Conditions below (please circle): YES                      NO**

Scan and email the completed application to: **info@richardsonfol.org**

Or print and mail to:

Little Free Library Program  
Friends of the Richardson Public Library  
2360 Campbell Creek Blvd., Suite 500, Richardson, TX 75082

### **Terms and Conditions**

This program to sponsor Little Free Libraries is limited and may be withdrawn at any time. An application for a sponsorship does not guarantee acceptance into the program.

The Friends of the Richardson Public Library are not responsible for the assembly or installation of the Library. Following local codes (either municipal or HOA) is the responsibility of the group(s) that installs the Library.

The organization accepting the sponsorship must commit to assembling and installing the kit within 60 days, unless written permission to extend this period is granted by the Friends. Please do not apply for a sponsorship if you don't already know who is going to build it and where it will be installed. Kits that are not assembled and installed in a timely fashion must be returned to the Friends.

The Friends of the Richardson Public Library is not responsible for the ongoing maintenance of the Library or for the books inside, after its initial contribution of a starter set of books.

Acceptance of a Friends of the Richardson Public Library Little Free Library sponsorship affirms that your organization or business accepts the following conditions. You grant permission for the Friends to take and use one or more photos of your Library after installation in our media releases.

Little Free Library is a non-profit, tax-exempt organization whose mission is to promote a sense of community, reading for children, literacy for adults, and libraries around the world. The organization's website is: [www.littlefreelibrary.org](http://www.littlefreelibrary.org). LITTLE FREE LIBRARY® is the trademark held by LITTLE FREE LIBRARY.org, incorporated in Wisconsin.

For more information, please email: **info@richardsonfol.org**