

Leach Library
Privacy Pod Guidelines

The privacy pod is a shared resource. Please adhere to the following guidelines:

- *Occupancy is limited to one (1) person.
- *The library staff cannot guarantee all surfaces will be cleaned or sanitized between each use.
- *Privacy pod is available on a first come, first serve basis during library operating hours and cannot be reserved in advance.
- *Please limit use to one (1) hour per day.
- *Conversation and devices must be kept at a reasonable volume. The privacy pod is designed to reduce noise, but excessive noise may disturb other library users.
- *Drinks and food are NOT permitted in the privacy pod.
- *All trash must be removed from the privacy pod after use.
- *The Library Director has the right to revoke privacy pod privileges temporarily or permanently from any patron who does not abide by these guidelines.

Patrons interested in using the privacy pod or have questions can inquire at the reference desk.