

# University of Dayton Libraries

## Application for one-year lease of private research and writing space

Submit this application and the required documents to the Libraries' Deans Office, RL 235, +1360

Name \_\_\_\_\_ Academic year for which space is requested \_\_\_\_\_

Email \_\_\_\_\_ Department \_\_\_\_\_

Campus address \_\_\_\_\_ Campus ZIP \_\_\_\_\_

Home address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Phone: office \_\_\_\_\_ cell: \_\_\_\_\_

Doctoral student writing dissertation  
\_\_\_\_\_ First-time application  
\_\_\_\_\_ Renewal

Master's candidate writing thesis  
\_\_\_\_\_ First-time application  
\_\_\_\_\_ Renewal

Please check one:

Active faculty  
 Emeritus(a) faculty  
 Staff

**Graduate student:** With this application, please submit a letter from your advisor, confirming that you have completed your coursework and are writing your thesis or dissertation.

**Staff and active or emeritus(a) faculty:** Please describe your current research agenda below or on a separate sheet of paper; also, please describe your need for extensive on-site use of library resources. **Note:** *Emeritus(a) faculty will typically be assigned space in the 1700 South Patterson Building.*

I have reviewed the policy and user regulations for leased writing and research spaces and agree to comply with them.

Signature \_\_\_\_\_ Date \_\_\_\_\_

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### Library use only:

Approved by \_\_\_\_\_ Date \_\_\_\_\_  Key issued: Room \_\_\_\_\_