

General Information

Library Environment

Leduc Public Library holds many programs for all ages, so groups should be aware that each room may be decorated for library events. The library asks that these decorations not be disturbed.

Supplies

Supplies such as coffee makers, coffee and office supplies are not supplied by the library, although renters are welcome to bring their own. Groups with regular weekly or monthly bookings will not be able to store items at the library.

Priority Booking

The library reserves the right to book program rooms for its own use first, followed by partner organizations.

At this time, we do not allow private functions, such as birthday parties, anniversaries, reunions and showers.

If you have questions we would love to hear from you. The library's number is 780-986-2637. Please ask for Carla, Holly, Kerry, Kristi or Linda.

LIBRARY HOURS	
Monday - Thursday	9 a.m. - 8 p.m.
Friday	9 a.m. - 5 p.m.
Saturday	10 a.m. - 5 p.m.
**Sunday	12 - 4 p.m.
**The library is closed on Sundays from May through to the Labour Day weekend CLOSED statutory holidays	
NOTE that the following must be completed half an hour before we close: New library cards Renewal of library cards Any payments Computer use	

Find Us

2 Alexandra Park
Leduc Public Library
Leduc, AB T9E 4C4

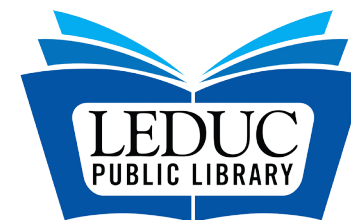
Contact Us

Phone 780-986-2637
Fax 780-986-3462
www.leduclibrary.ca

Follow Us



Room Rentals



General Information

Leduc Public Library is excited to offer three meeting rooms for use on a rental basis.

Our meeting rooms allow for various group sizes and offer white boards, chairs and tables.

Library equipment, such as an overhead projector, screen, Smartboard, or television may be requested/used based on availability. If groups need instruction on how to set up equipment, they must schedule this ahead of time. The library cannot guarantee that staff in the building the day of the room booking will be able to assist with equipment.

Groups using the room are responsible for their own set up and clean up.

Payment must be made by cash, cheque or debit/credit cards and be paid when the group arrives for it's booking. The library would appreciate 48 hours notice if a group must cancel their booking.

We ask you to wrap-up your meetings 15 minutes before closing. This will give you time to put the room to rights before you leave.



Alexandra Program Room (A and B)



The Alexandra Program Room can be utilized as one large room or split into two smaller separate rooms. Please note, some sound may carry over if both rooms are being utilized.

Room Capacity:

With the partition open, the Alexandra Program Room holds up to 70 people. When the partition is closed, Room A can hold up to 20 people and Room B up to 50.

Highlights:

Room A contains 20 chairs and 4 tables while Room B has 6 tables and 48 chairs. If used as one room the group has access to all of the chairs and tables. Room A contains a white board while Room B has a white board and Smartboard.

Fees:

\$15.00 per hour - Alexandra Room A
\$30.00 per hour - Alexandra Room B
\$45.00 per hour - Alexandra Room A and B

Friends of the Leduc Public Library Meeting Room



With a maximum capacity of 10 people, the Friends of the Leduc Public Library Room contains a boardroom style table, whiteboard and pull down projector screen.

Fees:

\$15.00 per hour

Karl Martin Meeting Room



The Karl Martin Meeting Room has the capacity to hold 15 people. With a whiteboard, pull down projection screen, large windows with a view of the lake and park this is an ideal spot for meetings.

Fees:

\$15.00 per hour