

**Viterbo University
Todd Wehr Memorial Library**

Library Use

Cell Phones: Please take calls outside and silence your phone ringer when in the library.

Food and drink: Small portions of food and drink in covered containers are permitted in the library. Please eat larger meals in Franny's.

Study rooms and desks: A limited number of group study rooms are available in the library. Rooms can be reserved in advance at the main desk, except rooms 103, 135, and 137, which must be reserved through the Fine Arts Center at x3747. On the day of use, rooms are available on a first-come, first-served basis. Robers Reading Room is also available as a silent study room. All rooms contain white boards as a study aid. Markers and erasers for these boards are available at the main desk. Individual study desks are available throughout the library and may be used at any time by any person.

Visitor's Policy: Visitors are welcome to study, read, and perform research activities in the library. Children 14 and under must be accompanied by an adult (parent or guardian). Staff will assist visitors, but members of the Viterbo community will be given priority to access resources and assistance. If you are an alumnus of Viterbo, please refer to our alumni policy. When you enter the library, please notify the main desk staff that you are a visitor. Ask for assistance at the reference desk to find materials. Please see a librarian or main desk supervisor with questions about access to research via computers. Copiers and printers may be used on a limited basis. A per-page fee will be charged. Visitors may use materials in the library but not check them out unless you become a Friend of the Library. The library reserves the right to ask users for identification and to revoke all user privileges for policy violations or inappropriate behavior.