



Meeting Room Information

MEETING ROOM

Our *Meeting Room* is four thousand square feet and accommodates ninety six foot tables and a total of two hundred and fifty chairs. It has a built-in sound system with (1) lapel, (1) cordless and (1) plug-in microphone. We also have a podium and audio-visual equipment. The Ag Extension Office has a fully equipped kitchen, and two smaller meeting rooms that can also be rented in conjunction with the main Meeting Room.



FEE SCHEDULE

The Meeting Room is priced for the occasion at \$250.00 per day. There is a \$50.00 clean-up fee if you choose to use an independent caterer. A \$100.00 fee will be added if the UT Ag Extension's kitchen is used, and \$50.00 for each additional meeting room. A \$500.00 Security Deposit is required. The Security Deposit will be returned after departure unless damages occur.

RESTRICTIONS

Alcohol in any form is **NOT** permitted on the premises. Smoking is **NOT** allowed in any of our buildings at any time. Our premises must be vacated no later than 10:00 pm, and no admission fee may be charged for the event. Please be aware that the department prohibits rentals for birthday party events.



*To Reserve our Meeting Room for your
Organization.....*

CALL: 615-595-1227

OFFICE HOURS:

8:00 A.M. - 4:30 P.M.

Monday-Friday,

Central Standard Time