



University of Kentucky
College of Agriculture,
Food and Environment
Cooperative Extension Service



Boyle County Extension Office

Meeting Room Rental Guidelines

Are you interested in renting a meeting room at the Boyle County Cooperative Extension Service? If so, this guide will help you in identifying if Boyle County Cooperative Extension Service is the right location for your group or event.

- Meetings must be educational.
- No selling of merchandise for personal gain or profit to participants or individuals.
- No private functions allowed, these private functions include but are not limited to: Baby and wedding showers, receptions, birthday parties, family reunions, social affairs, sorority/fraternity functions, banquets, etc.
- Political meetings and fundraisers of any kind for/related to any single party are not permitted.
- The Boyle County Extension Office is available for fundraisers that support Boyle County Cooperative Extension Agent Programs, Extension Groups, and Extension Partner Groups.

Room Rentals/ Reservations:

Pricing is per room/meeting space type, that is needed. For Boyle County Cooperative Extension Groups and Extension Partner Groups there will be no charge for use. These groups must have a least one Boyle County Extension Agent directly involved in the planning and delivery of educational programming. A partnership can be made when a group collaborates with Extension in some way that furthers the mission of Extension. A group can choose to either partner with Extension or pay the full meeting room rental fee. Rental fees apply to all non-extension groups including nonprofit organizations.

For more information on room pricing, meeting policies and reserving a space please contact the Boyle County Extension Cooperative Extension Service at 859-236-4484 between the hours of 8am-4:30pm Monday- Friday.