

GUIDELINES FOR FARMER'S ROOM

1. The Pembina County courthouse meeting room is designated for any governmental meeting of other functions deemed necessary, educational, or advantageous for general public.
2. When not in conflict with other governmental functions, the meeting room may be used for other informational or educational meetings not of commercial nature, on a first come-first served basis.
3. The Extension Office shall keep a calendar of scheduled meetings.
4. The meeting room shall be designated as the "Farmer's Room" and should not be booked for any of the following:
 - a. Showers, birthday parties, weddings, anniversary celebration or reunions.
 - b. Religious services or meetings
 - c. Any meetings of special clubs or organizations that have restricted memberships other than 4-H, Scouts, Homemakers, etc.
 - d. Meeting of retail organizations, sales promotions, etc.
 - e. Catered meals except for county employee Christmas party and any other functions directly concerned with county employees or officials.
5. Any damages will be billed to user at county discretion.

Available equipment:

- Portable Projector screen (upon request)
- Extension cord
- Network data jack
- Phone

Not available:

- Laptop
- Laptop projector
- Speaker phone

If you have any additional questions, you are welcome to contact the Extension Office at 701-265-8411.