

UNIVERSITY of CALIFORNIA COOPERATIVE EXTENSION MERCED COUNTY CLASSROOM

The Classroom and Demonstration Kitchen are part of the Cooperative Extension Department for its educational and research programs. It is shared with other Merced County Agricultural Center Agencies and Agricultural groups. Other Merced County Departments may request use of the classroom for county business using our request form.

Use of the classroom shall follow these guidelines:

1. The classroom is intended for non-political, non-religious educational purposes.
2. The classroom is available Monday – Friday, 8:30 a.m. – 4:30 p.m., excluding holidays for non-Cooperative Extension sponsored activities.
3. The classroom may be reserved up to forty-five days in advance.
4. The classroom may be scheduled a maximum of two-day back-to-back use.
5. Cooperative Extension Staff reserves the right to reschedule outside events provided a reasonable amount of advance notice is given.
6. Any exceptions to and interpretations of the above policy will be made by the Cooperative Extension County Director.

Applications to request the use of the classroom are available in our office or at our web site at:

<http://cemerced.ucdavis.edu/>
click on CE Merced Classroom
click on Classroom Use Information and Forms

Applications may be sent to us through delivery to our office, U.S. mail, FAX, or Merced County interoffice mail.

Upon approval of your request a letter of confirmation will be sent to you.

Also on our classroom web site is the list of classroom use procedures for your review.