



## EDUCATIONAL FARM VISIT FORM

Contact Name: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Organization: \_\_\_\_\_

Grade Level: \_\_\_\_\_ Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Visit Date: \_\_\_\_\_ Arrival Time: \_\_\_\_\_ Dismissal: \_\_\_\_\_

Number of Children Expected: \_\_\_\_\_ Number of Adults / Chaperones Expected: \_\_\_\_\_

Known medical or behavioral issues (if relevant): \_\_\_\_\_

*For farm visits, we request one teacher / chaperone for every 6 children; if alternative arrangements are needed, they should be discussed with the Education Director prior to the visit. There is no fee for attending adults.*

### FEES:

- educational farm visits for groups of up to 65 children (usually 2 hours)
  - \$10 per child for groups with fewer than 30 children
  - \$7 per child for groups with 30 or more children
- Additional fee(s) if applicable: \_\_\_\_\_

**TOTAL COST:** \_\_\_\_\_

### Rules and Regulations:

1. **BEFORE THE VISIT:** Please inform all participants that they will be visiting a working farm with animals, some of which are kept in mobile electrified fencing. Wright-Locke Farm staff will address this and other safety notes during the group's introduction to the farm. Also inform all participants that the visit will be entirely outdoors; weather-appropriate clothing is strongly suggested. See our Visitor Guide for more info.
2. Those with severe food or environmental allergies are strongly encouraged to bring any prescribed epi-pens or medications.
3. Participants are not allowed to enter the living quarters of farm animals unless they are told they may do so by farm staff.
4. Use of barns, equipment, and tools must be under the discretion of farm staff.
5. Visitors in cars or vans should park at 82 Ridge Street (property next to farmhouse with yellow house; park on the grass) or in the lower lot directly off of Ridge Street near the raspberry fields and info kiosk (spaces limited). **School buses should drop off and pick up students at the lower lot (see our Visitor Guide for location on Ridge Street).**

6. The Wright-Locke Farm Conservancy reserves the right to adjust any regulations before, during, or after an event if the health or safety of any participant is affected.
7. The applicant shall comply with all applicable laws and government regulations while visiting the farm property.

**Liability Statement:**

By signing this educational farm visit agreement the applicant agrees to assume the responsibility and legal liability for the above-described visit and to abide by all Rules and Regulations listed above. The applicant agrees to indemnify, defend and hold harmless the Town of Winchester and the Wright-Locke Farm Conservancy and their officers, employees, and agents from any and all claims of action, liability, judgments, costs, and expenses, including attorney fees and claims for bodily injury or property damages that may arise out of or in connection with this agreement and its use. Any damage to the Facilities of the Conservancy property used during the visit period is the sole responsibility of the applicant.

I certify that I have read and understand the Rules and Regulations and shall accept responsibility on behalf of myself and all visit participants for any damage or theft sustained by the Wright-Locke Farm Conservancy in the course of the visit referenced above.

**Photo & Video Release (optional):**

The Conservancy may take pictures or digital video recordings of activities during this visit for record, public relations, and publicity purposes. Participant names are never used in connection with these photos or videos.

**Permission to take photos?** YES \_\_\_\_\_ NO \_\_\_\_\_

**Permission to take video?** YES \_\_\_\_\_ NO \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

***Please bring this completed form with check payment the day of the visit.***

***Mailing the form and payment in advance of a visit is not required, but if you choose to do so, please be sure to mail it to the following address:***

Wright-Locke Farm Conservancy  
Attn: Rebekah Carter  
PO Box 813, Winchester, MA 01890

Please contact Rebekah Carter, Education Director, by email (rcarter@wlfarm.org) or telephone (774-258-0536) if you have any questions or concerns.

**Additional Notes:**