



TOUR BOOKING GUIDELINES

- *** PLEASE ARRANGE TO ARRIVE 15-30 MINUTES EARLY. TOURS WILL BEGIN AT THE AGREED UPON TIME. IF YOUR GROUP IS LATE, THE TOUR WILL START WITHOUT YOU. NO ADJUSTMENTS WILL BE MADE TO THE SCHEDULE.**
- ❖ **DO NOT LOSE YOUR PAPERWORK, PLEASE REMEMBER TO RETURN OUR COPY OF THE CONTRACT; DUPLICATES WILL NOT BE SENT OUT**
 - ❖ Only group leader may call farm with questions. No calls will be accepted before 9a.m.
 - ❖ Arrange busses ahead of time and let us know how many busses are coming.
 - ❖ Please double check prices for adults and children
 - ❖ Give a copy of map to our farm for every parent driving.
 - ❖ If possible arrange for carpooling. We have limited parking available.
 - ❖ Let us know before your arrival (on the contract) whether you are buying caramel apples or shopping in our store. Let us know in advance the quantity of apples that will be purchased as well.
 - ❖ Do not call the farm for a weather report for the day of your tour. Please consult the Newspaper or T.V. News.
 - ❖ Leader should ride up front with the bus driver to guide them to our farm. Make sure you use the correct driveway; we have a log cabin in the center of our sign. Your group name will be posted right in front!
 - ❖ Your deposit of \$75.00 is due two weeks from booking date (or pre-arranged date) or no tour.
 - ❖ If you must cancel your tour, you must do so no later than 3 weeks prior to tour date. Otherwise there will be a \$100.00 cancellation fee.
 - ❖ Collect all monies ahead of time. (For tour and caramel apples)
 - ❖ Pre-choose activities 2 weeks after booking date.
 - ❖ Home schools must pay in full 1 month in advance. Don't forget to subtract the \$75. deposit.
 - ❖ Closed toed shoes are best to wear, please wear layered clothing if the weather is questionable. Better to have an extra jacket just in case.
 - ❖ Please use maps provided or a Thomas Guide. Do not use MapQuest; Google maps are better.

