

Mulberry Lane Farm

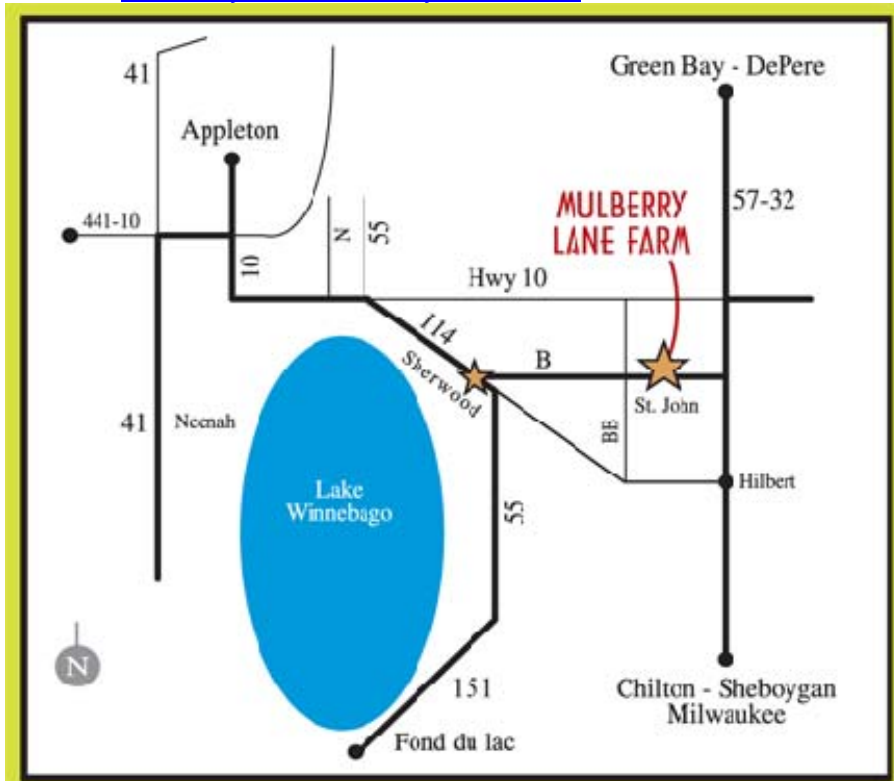


Please read whether you've been visiting MLF for years or it's your first visit.

We do have new policies that may cause a variation from your previous visits.

- Deposit:** Deposit is due upon receipt of your confirmation (emailed or snail mailed) to secure your reservation. Deposit required is listed on your CONFIRMATION form. Please **cut and return the lower portion** of the confirmation with your deposit to ensure your group receives proper credit. TAX EXEMPT # must be filled in to receive the nonprofit group rate.
- Check In:** Farm staff will greet you when you arrive and direct you to the Admission Barn. Please keep your group on the bus while you check in. Your assigned tour guide will greet the students while you are checking in. Upon your return to the bus all participants will receive a sticker to wear as they unload the bus. Everyone entering the farm must have a sticker worn and it must be visible.
- Payment:** Your time is valuable so having a **Payment Envelope** and having it filled out completely will greatly reduce your check-in time. If you receive your confirmation via snail mail a payment envelope will be in your packet.
- If you receive your confirmation via email, please print the below payment envelope front (pg 3) and adhere it to any #9 envelope. The envelope should be **filled in completely** before approaching the "Admission Barn" whether paid in advance or paying day of your visit.
- The HEAD COUNT on the Payment Envelope determines how many Admission Stickers you receive. Everyone entering the farm must be wearing a sticker in a location that is visible on your clothing.**
- Everyone must pay the admission fee. This includes teachers, aides, chaperones and bus drivers (if they are part of the school staff going on the tour).
- **For every 25 PAID admissions we allow 1 (one) free teacher.**
- Note: Under NO circumstance can annual passes, coupons or Gift Certificates be used with group rate admissions.*
- Tour:** Tour guide(s) are assigned according to the number given us when your reservation was made. That number should include everyone; teachers, chaperones, children etc.
- Larger groups:** We assign one tour guide per full size bus. Therefore, your group size will likely be 60-65. If your group arrives in two or more buses, you will be assigned guides accordingly.
- Smaller groups:** We try to maintain a tour size of at least 60 persons. If your group is less than 30, although unlikely, it may be joined with another small group.
- Participation:** **Adults are expected to assist with students' participation and behavior.** For the safety of the children and for the safety of our animals:
- Group members should have their listening ears on, use their walking feet and always follow instructions. We do not allow chasing of our animals.
 - We believe you know your students best when it comes to chaperone/student ratio needs and recommend you use your own discretion. However, many teachers find 4:1 works best.
- Rain:** Tours will take place unless the weather is severe. We operate in light rain so rain gear is advised. If you consider the weather inclement, you may cancel up until 8:00 a.m. the morning of your visit and we will gladly reschedule you for another day. If you elect not to reschedule your deposit will be forfeited.
- Dress:** We are an outdoor program, so dress for the weather. Wear closed toed shoes and bring warm clothes and rain gear just in case. In fall you will visit the Pumpkin Patch. Rubber boots or old shoes are advised. Rain days rain gear is advised. Umbrellas do not work well around the farm and especially around ponies.
- Directions:** Make copies of the directions map (pg 2) for the bus driver and any parents that may be driving. **PLEASE ASK BUS COMPANY TO CONFIRM THERE ARE NO DETOURS IN ROUTE THAT MAY DELAY YOUR ARRIVAL.** The biggest cause of late arrivals is lost bus drivers and parents and/or time not allowed for unexpected detours.
- Granary:** The "Granary," the farm's gift and snack shop, will be open. We have unique toys, gift items and educational materials. Items start as low as .25¢. We also serve cold and hot drinks, hot dogs, bakery items, chips etc. It is helpful if you let the farm know in advance of your visit if your class will be visiting the Granary.

We are looking forward to your field trip! If you have any questions please call 920-989-3130 or email your questions to MulberryLaneFarm@yahoo.com



From Appleton:

- South on Oneida Street becomes US 10.
- Turn LEFT onto US-10 E/WI-114 E.
- Stay on 114 into Sherwood.
- LEFT on County RD B (block south of Catholic Church).
- 3 miles east on County RD B on top of hill in St. John on left.

Estimated Time/Distance: 25 minutes (17 miles)

From Oshkosh:

- North on Hwy 41
- Merge onto US-10 E/WI-441 N via EXIT 134.
- Take the ONEIDA ST/US-10 exit.
- Turn RIGHT onto S ONEIDA ST/US-10 E. Continue to follow US-10 E.
- Turn LEFT onto US-10 E/WI-114 E. Continue to follow 114 into Sherwood.
- LEFT on County RD B (block south of Catholic Church).
- 3 miles east on County RD B on top of hill in St. John on left.

Estimated Time/Distance: 45 minutes (34 miles)

From Fond du Lac:

- US-151 N.
- US-151 N becomes WI-55 N.
- Turn LEFT onto WI-114/WI-55.
- Turn RIGHT on County RD B (block before Catholic Church)
- 3 miles east on County RD B on top of hill in St. John on left.

Estimated Time/Distance: 45 minutes (33 miles)

From Green Bay:

- South-East on US-141/DOUSMAN ST toward N Pearl ST. Continue to follow US-141.
- Turn RIGHT onto N Monroe Ave/WI-29/WI-54/WI-57.
- Continue to follow WI-57 South through Greenleaf and Forest Junction.
- 3 miles South of Forest Junction Turn RIGHT onto COUNTY RD-B.

- 1 mile west on County RD B on right.

Estimated Time/Distance: 40 minutes (28 miles)

From Manitowoc:

- Start out going NORTH on S 8TH ST/US-10 W toward WASHINGTON ST.
- Turn LEFT onto WALDO BLVD/US-10/WI-42/COUNTY RD-B. Continue to follow WALDO BLVD/US-10/WI-42.
- Turn SLIGHT RIGHT onto MENASHA AVE/COUNTY RD-P. Continue to follow COUNTY RD-P.
- Turn LEFT onto HOMESTEAD RD/COUNTY RD-P.
- Turn LEFT onto US-10.
- Turn LEFT onto COUNTY RD-HR.
- Turn LEFT onto WI-57/WI-32.
- Turn RIGHT onto COUNTY RD-B.
- 1 mile west on County RD B on right.

Estimated Time/Distance: 45 minutes (30 miles)

NOTE: These are general directions. Mulberry Lane Farm is not responsible for unexpected detours. Please ensure these routes do not have detours and/or are not under construction before leaving home/school.

MULBERRY LANE FARM PAYMENT ENVELOPE

Please have this envelope filled out for your entire group when you arrive at our farm. _____ / _____ 20 _____

Group Name _____ Teacher/Leader Name _____

TOTAL # OF:

HEAD COUNT

Children		_____
Adults	+	_____
Teachers	+	_____
Total	=	_____
Less: 1 Teacher Free Per 25 Persons	-	_____
Total Paying Persons	=	_____
Rate Per Person	x \$	_____
*Total Admission Fee	= \$	_____
Less: Deposit Sent	- \$	_____
Enclosed Payment	= \$	_____

* If Paying By Purchase Order, please fill out down to asterik and the following information:

P.O. # _____

School District Number _____

Contact Person _____

PAYMENT BY CHECK OR LARGE BILLS PREFERRED