



We are excited to have you visit the farm this fall. Please read our field trip policy and complete the payment form to facilitate check-in.

- The lead teacher needs to have the Payment Form (below) filled out including total number of students, teachers, & chaperones and emailed to [buffalobillsfarm@gmail.com](mailto:buffalobillsfarm@gmail.com).
- Our policy is one (1) free staff/chaperone for every eight (8) children. All other parent chaperones and staff are the student rate. Children 2 and under are free.
- 25 student minimum. If you bring less than 25 students, you will still be charged for 25 students. Please reach out if your school has special circumstances.
- Included in the \$10 cost for each student/staff/chaperone is a hayride and activities. A small pumpkin is available for an additional \$3.00 per student/staff/chaperone.
- Optional: Students can bring their own water bottles or we can provide a water bottle for each person for \$1.00 each (must be prepaid on the payment form below).
- Payment may be made by cash, check, or credit card (additional 3% convenience fee for credit cards). Checks are made payable to Buffalo Bill's Farm.
- Prior to arriving, all students must have their parent/guardian complete a waiver to be handed to Buffalo Bill's Pumpkin Farm at the time of arrival.
- Please have your group stay on the bus until you have paid and received instruction.
- Field Trips are available on Wednesday's from 9:30am-2pm AND Friday's from 10:00am-3pm. **Recommended time allotted on the farm is 2-3 hours.**
- Bus/van drivers will receive a complimentary ticket to enter the farm when they provide their CDL license at the time of arrival.
- You may store your lunches in our entrance until you are ready to eat; then you may choose benches in our seating area.
- Please allot 10-15 minutes at the time of your arrival for check in, distributing wristbands, and instructions. If you choose to do the corn maze, plan about 20-30 minutes to get through our corn maze.
- In the event Buffalo Bill's Pumpkin Farm must close due to inclement weather we will call your contact person.

We look forward to seeing you at the Farm, where kids have FUN!

Sincerely,

*Jennifer Hinkel*

9612 W. Oakwood Rd  
Franklin, WI 53132  
[buffalobillsfarm.com](http://buffalobillsfarm.com)  
[buffalobillsfarm@gmail.com](mailto:buffalobillsfarm@gmail.com)



## PAYMENT FORM

Thank you for booking your group at Buffalo Bill's Farms. To make your check-in process smoother, we are providing this calculation form to be used on the day of your outing. Upon arrival, please take this completed form, your payment, and waivers to the cashier at Admissions. Please don't hesitate to call (414-427-5155) or email ([buffalobillsfarm@gmail.com](mailto:buffalobillsfarm@gmail.com)) with any questions.

School/Group\_\_\_\_\_

Grade/s: \_\_\_\_\_

Address:\_\_\_\_\_

City:\_\_\_\_\_

State:\_\_\_\_\_ Zip:\_\_\_\_\_

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

Phone #:\_\_\_\_\_

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

To be completed by Buffalo Bill's Farm

**Number of Students**

**Complimentary Driver Passes**

**Received By**

**Team Member & Date**

### Scheduled Field Trip

\_\_\_\_\_ Number of Students x \$10 or \$13 (includes pumpkin) = \_\_\_\_\_

\_\_\_\_\_ Free Teachers/Staff = \$-----0-----

\_\_\_\_\_ Extra Staff/Parent Chaperones x \$10 or \$13 (includes pumpkin) = \_\_\_\_\_

\_\_\_\_\_ Water Bottles x \$ 1 (optional) = \_\_\_\_\_

Payment Method: Invoice\_\_\_\_\_ Check #\_\_\_\_\_ Cash\_\_\_\_\_ Card\_\_\_\_\_

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