Farm Event Planning Checklist

A checklist for planning events on the farm, from permits to parking to cleanup. Helps owners cover details before guests arrive. It is written in plain language for everyday farm use.

Farm / unit: _____ Date: _____ By: _____

ITEM	OK	FIX	N/A
Event purpose and guest estimate	☐	☐	☐
Permits and zoning checked	☐	☐	☐
Insurance reviewed with agent	☐	☐	☐
Site layout and parking	☐	☐	☐
Restrooms and handwashing	☐	☐	☐
Food and water arrangements	☐	☐	☐
Safety and first aid plan	☐	☐	☐
Animal and machinery separation	☐	☐	☐
Signs and communication	☐	☐	☐
Cleanup and teardown plan	☐	☐	☐

NOTES / REPAIRS NEEDED

TIP Check local rules for events and talk with your insurance agent early in the planning.