Farm Tour Planning Checklist

A farm tour planning checklist for hosts leading groups around the farm. It covers route, safety, supplies, and talking points so each tour runs smoothly and safely.

Farm / unit: _____ Date: _____ By: _____

ITEM	OK	FIX	N/A
Confirm group size and date	☐	☐	☐
Choose the tour route	☐	☐	☐
Walk the route for hazards	☐	☐	☐
Arrange parking and restrooms	☐	☐	☐
Prepare handwashing stations	☐	☐	☐
Brief staff and guides	☐	☐	☐
Prepare talking points and handouts	☐	☐	☐
Plan for weather changes	☐	☐	☐
Collect feedback after the tour	☐	☐	☐

NOTES / REPAIRS NEEDED

TIP Walk the route yourself the morning of each tour to catch muddy spots, loose animals, or equipment left out.