

## **Loudoun County Spring/Fall Farm Tour Policy and Guidelines**

Date: Fall: Annually, Third Weekend in October; Spring: Annually, Third Weekend in May

Objectives: Promote Loudoun County's farms by sponsoring a weekend tourism event, increase awareness and educate the public about farming in Loudoun, and inform consumers about what products are available at local farms during the fall months.

### **Responsibilities of the County:**

- Publication – Produce Farm Tour publication, with input from farm participants. Distribute via direct mail and delivery to local and regional businesses and other outlets. Provide copies to participants for display at their farms. Post Farm Tour information on website ([www.loudounfarms.org](http://www.loudounfarms.org)).
- Advertise the event in local and regional publications and social media.
- Tour signs – Provide at least two directional signs, as mutually agreed upon.

### **Responsibilities of the Farm:**

- Provide text for the brochure by the deadline set forth by the County.
- Agree to not charge an entrance fee; charges are permitted, however, for products or particular attractions.
- Be open 10 a.m.- 4 p.m. both Saturday & Sunday of the tour weekend.**
- Provide an educational component.** For many visitors, this may be one of their first experiences with rural Loudoun – **this is your chance to spotlight your business while helping rural Loudoun shine.** A few examples are:
  - A short guided educational tour with information about your animals, crops, land stewardship, business of farming, etc.
  - Demonstrations (uses of herbs, animal shearing or other animal care)
  - Informational poster(s) about your farm, products, or methods
  - Activities: farm-related scavenger hunts, seedling or seed plantings, etc.
  - A short presentation for your visitors – about what you do, why you choose to do it and why it's important.
- Complete the County's post-event survey form by the deadline.** This information is used to evaluate the success of the program, to make determinations regarding future tours, and to share with county leadership. Completion of this survey is very important.
- Provide your own insurance coverage.
- Have ample parking for visitors the days of the event.
- Provide staffing for event.
- For-profit farms shall provide portable toilet facility, particularly if large crowds or small children are expected.
- Obtain specific permits as applicable, such as for prepared food items.

**\*\* Each item listed above must be adhered too. If you do not adhere to the requirements, your farm may not be included in future farm tours.\*\*** The Department of Economic Development reserves the right to reject any farm/venue from participating in current or future farm tours that does not meet the specified criteria listed above.