

Agritourism Plan of Operation



- Check all that apply:
- First Application
 - Repeat application
 - Added activities application
 - Directory Application

Date Received: _____
(office use)

An *agritourism plan of operation* is a planning document that assists agritourism professionals in identifying and addressing possible inherent risks on their operations through recommended best management practices. Components of the plan will include listing of activities, their risks, suggestions for minimizing those risks and a plan for the location of warning signs.

Eligibility Requirements

The Commissioner of Agriculture and Forestry shall make the determination as to whether an activity is considered an agritourism activity. A list of agritourism activities can be found in the rules and regulations prepared by the Louisiana Department of Agriculture and Forestry. Anyone can request an activity be added or deleted from the list of agritourism activities. The requesting party shall be notified of the commissioner's decision. A list of the agritourism activities shall be published annually in the potpourri section of the February issue of the State Register and on the Louisiana Department of Agriculture and Forestry's Web site.

Instructions

Type appropriate responses in the spaces provided and return this form to Dora Ann Hatch, LSU AgCenter, 11959 Highway 9, Homer, LA 71040 or e-mail to: dhatch@agcenter.lsu.edu If you have any questions, contact Mrs. Hatch at 318-927-9654 Ext. 229 or e-mail questions to address above.

La R.S. 9:2795.5 requires that an updated application be filed with the LSU AgCenter each time new activities are added to your venture; this can be done by completing a plan of operation form for each new activity and mailing it along with a copy of your previously approved application.

A plan of operation form is provided. Complete the plan of operation form for each activity located on your agritourism venture. An example is provided. Make as many copies of the plan of operation page as necessary to report all activities on your venture. List one activity per page. Number the activities consecutively.

For assistance in completing this form contact your local LSU AgCenter Extension Office and request a copy of the Agritourism Best Management Practices brochure to help with completing the suggestions to minimize risk section (also available online at www.lsuagcenter.com). Refer to La R.S. 9:2795.5 for proper placement of signs.

The LSU AgCenter will review your application within 4-6 weeks after receiving your plan of operation.

Applicant Information

Applicant Name:

Physical Address:

Mailing Address:

Town:

Zip Code:

Home Phone Number:

Other Phone Number:

Fax Number:

E-mail address:

Agritourism Venture Information

Name of Agritourism Venture:	
* <i>If address and phone numbers are the same, indicate by circling YES. If different, provide the following information below:</i>	
Physical Address:	
Mailing Address:	
Town:	ZIP Code:
Business Phone Number:	Other Phone Number:
Fax Number:	E-mail address:
Web site address:	

Agritourism Venture Structure

Provide a brief description of your venture:	
<p>Are you a working:</p> <input type="checkbox"/> Farm <input type="checkbox"/> Ranch <input type="checkbox"/> Commercial agricultural <input type="checkbox"/> Commercial aquacultural <input type="checkbox"/> Commercial horticultural <input type="checkbox"/> Forestry Operation	<p>Select the appropriate response that defines your business structure:</p> <input type="checkbox"/> Sole proprietorship <input type="checkbox"/> Limited liability company <input type="checkbox"/> Partnership <input type="checkbox"/> Joint venture <input type="checkbox"/> Corporation <input type="checkbox"/> Other
<p>Hours of operation:</p> <input type="checkbox"/> Seasonal <input type="checkbox"/> Year Round <input type="checkbox"/> Weekend only <input type="checkbox"/> Other	
Additional comments:	
Number of estimated visitors to your venture each year:	
How long have you been in business?	
<input type="checkbox"/> 0-1 years <input type="checkbox"/> 5-10 years <input type="checkbox"/> 20 or more <input type="checkbox"/> 1-5 years <input type="checkbox"/> 10-20 years	

If you would like to be listed in the LSU AgCenter's Agritourism Directory do the following: send a copy of pages 1-2 of this form, check "directory application" on page one in the upper right hand corner, mail to Ms. Hatch between January 1- 31st of each year.

Plan Of Operation

Activity (one per page)	Risk	Suggestions to Minimize Risk	Placement of Warning Signs
<p>EXAMPLE: Wagon Ride</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Wagon not stopping <input type="checkbox"/> Wagon becoming detached from transportation vehicle <input type="checkbox"/> Passengers falling out of the wagon <input type="checkbox"/> People standing up while wagon moving and becoming injured <input type="checkbox"/> Passengers dangling hands and legs outside the moving wagon 	<ul style="list-style-type: none"> <input type="checkbox"/> Be sure the tractor is heavier than the loaded wagon for adequate braking ability <input type="checkbox"/> Use a locking coupler and safety chain <input type="checkbox"/> Put front, rear and side walls or rails on wagons to keep people from being jostled off <input type="checkbox"/> Require every passenger to stay seated with no legs or arms dangling over the sides or ends of the wagon <input type="checkbox"/> Require steps and/or sturdy rails for loading passengers onto trailers or wagons <input type="checkbox"/> State the safety rules after everyone is seated <input type="checkbox"/> Travel at speeds safe for the operating <input type="checkbox"/> Use an experienced operator who can start and stop smoothly 	<ul style="list-style-type: none"> <input type="checkbox"/> Place a warning sign as required by La R.S. 9:2795 at the entrance to the wagon ride.

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