



Wisconsin Ag in the Classroom My American Farm Check-Out Procedures

1. Complete the My American Farm Check-Out form to reserve tablets and stands for your upcoming event.
2. Read and sign the My American Farm Checkout Agreement. A deposit (check or credit card number) must be included with the form.
3. Email the checkout form and agreement to darneson@wfbf.com or mail it to Wisconsin Ag in the Classroom, P.O. Box 5550, Madison, WI 53705.
4. Once the check-out form has been received, you will be notified by the Ag in the Classroom office about your request.
5. Following the event, complete the My American Farm Report Form and return all materials to the Ag in the Classroom Office.
6. Once all materials have been returned, your deposit check will be returned. Credit card numbers will be securely disposed of.

Questions? Contact Wisconsin Ag in the Classroom at darneson@wfbf.com or by calling 608.828.5644.