

## 2017 Arboretum Visiting Group/Class Request Form

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Thanks for your interest in taking advantage of the learning opportunities afforded on the grounds of The Arboretum. Visiting groups and classes that plan to be on the grounds must complete and submit the following form and to abide by our rules. Please your visitors aware of The Arboretum's mission to showcase Kentucky landscapes and to serve as a resource center for environmental and horticultural education, research and conservation.

Person making request \_\_\_\_\_ Email Address: \_\_\_\_\_

UK Department name (or other organizational name) \_\_\_\_\_

Name of class or educational objective: \_\_\_\_\_

Date of Visit: \_\_\_\_\_ Time of Visit: \_\_\_\_\_ Number of Visitors: \_\_\_\_\_

Age Category (i.e. graduate level, undergraduate, high school, seniors citizens, etc.) \_\_\_\_\_

Leader/Teacher (while on our grounds) \_\_\_\_\_

### Contact information in case of emergency:

(Organization/Office number) \_\_\_\_\_ (Cell number) \_\_\_\_\_

### Helpful information:

#### Visitor Center hours for 2017

##### January 2 - March 29:

Monday through Friday - 8:30 a.m. to 4:00 p.m.

##### March 27 – October 29:

Monday through Friday – 9:00 a.m. to 4:30 p.m.

Saturday 9:30 a.m. to 4:30 a.m.

Sunday 12:30 p.m. to 4:30 p.m.

##### October 30 – December 22 (closed from December 23, 2017 - January 2, 2018):

Monday through Friday - 8:30 a.m. to 4:00 p.m.

The Visitor Center has limited meeting space and priority will be given to UK classes if space is available.

Email [molly.davis1@uky.edu](mailto:molly.davis1@uky.edu) or call (859) 257-6955 to request special permission to use the Visitor Center.

**Restroom facilities** are located in the Visitor Center and near the entrance to the Kentucky Children's Garden. The outdoor restrooms are open daily from dawn to dusk.

The Dorotha Smith Oatts Visitor Center

500 Alumni Drive

Lexington, KY 40503

<http://Arboretum.ca.uky.edu>

Facebook: The Arboretum, State Botanical Garden of Kentucky

(859) 257-6955

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### RULES OF THE ARBORETUM

1. Picnic tables **may not be reserved** and are available on a 'first come, first served' basis. Catered events in the picnic area are not allowed without special permission.
2. Dogs **must be leashed at all times**, and **are not** allowed in the Kentucky Children's Garden or Home Demonstration Garden. Remove and dispose of dog waste in waste receptacles.
3. Parking is limited and carpooling is highly recommended. You may park either in our paved lot or in the grass overflow lot immediately adjacent to the paved lot. Please do not park on the grass medians, along the drive or in any unmarked spot.
4. Joggers and runners are restricted to the paved paths.
5. No firearms, alcohol, smoking, vaping or tobacco products.
6. No fires, flames or grilling.
7. Removal of any plant, plant part or label (leaves, fruit, nuts, bark, tree coring or sampling, etc.);
8. Alteration of any plant, plant part or label (including hammocks in trees, tying of branches, placing items in plants, etc.);
9. No insect collection without prior approval.
10. No organized walks or runs.
11. No littering.
12. Bicycling (except from Bellefonte Drive connector path and down entrance drive) is not allowed on the paved 2-mile path.
13. Motorized vehicles (except wheelchairs) are not allowed on the paved 2-mile path.
14. Wheeled vehicles, except wheelchairs and strollers, are not allowed on the paved 2-mile path (i.e. no skateboards, roller blades, scooters, etc.).
15. Organized training and other group activities that interfere with visitors' activities are not allowed.