

2023 Groups & Classes Visiting The Arboretum, State Botanical Garden of Kentucky

Thanks for your interest in taking advantage of the learning opportunities afforded on the grounds of The Arboretum, State Botanical Garden of Kentucky. Please note the following:

1. Visiting groups and classes that plan to be on the grounds must complete and submit the following form and agree to abide by our rules.
2. Please help make your group 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.
3. **This form is not a reservation form for a field trip or other visit to the Kentucky Children's Garden. See <https://arboretum.ca.uky.edu/content/field-trip> for more information.**
4. Visits by classes and groups are instructor-guided, unless prior arrangements have been made.

REQUIRED INFORMATION

Person making request: _____ Email Address: _____

Instructor/Leader/Teacher (while at The Arboretum): _____

Instructor/Leader/Teacher cell phone number: _____

Organization/Office number: _____

UK Department name (or other organizational name): _____

Course number: _____

Course name or educational objective: _____

Date of Visit: _____ Time of Visit: _____

Number of Visitors: _____

Age Category (i.e. graduate level, undergraduate, high school, senior citizens, etc.): _____

GUIDELINES FOR SAFELY VISITING THE ARBORETUM

1. The Dorothea Smith Oatts Visitor Center hours:
 - **March 28 through October 28, 2023** - Tuesday - Saturday 9 am to 4 pm
 - **October 30, 2023 – March 29, 2024** - Monday - Friday 9 am to 4 pm
 2. Restrooms in the Visitor Center are open when the Visitor Center is open. Additional restrooms are located near the entrance to the Kentucky Children's Garden and open daily from dawn to **dusk except on days of UK Football home games.**
 3. In case of rain or inclement weather, groups and classes may not meet inside the Visitor Center. You are advised to make alternate plans in case of rain. The paved walkway through the Walk Across KY (WAKY) Native Plant Collection and bridges can be slippery when wet or icy.
 4. Water fountains are located inside the Visitor Center, near the outdoor restrooms, and next to the shed in the Home Demonstration Garden. Outdoor water fountains are accessible April through November, while indoor water fountains are accessible during Visitor Center operating hours.
 5. There are six picnic tables available on a first come-first served basis. These tables are located in a shady area near the Visitor Center.
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6. Parking is limited, and carpooling is highly encouraged. 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.***
7. Buses must park in our parking lots. ***Please do not park in the circle in front of the Visitor Center or in the travel lanes.***
8. Per UK guidelines, ***no firearms, alcohol, smoking, vaping or tobacco products are allowed.***
9. Per UK guidelines, no fires, flames or grilling.
10. ***Prior approval must be obtained*** for the following:
 - a. ***Removal of any plant, plant part or label*** (fungi, soil, leaves, fruit, nuts, bark, tree coring or sampling, etc.).
 - b. ***Alteration of any plant, plant part or label*** (including hammocks in trees, tying of branches, placing items in plants, etc.).
 - c. ***Collection of animals and/or insects.***
11. Organized training and other group activities that interfere with visitors' activities are not allowed.
12. No organized events are allowed without prior approval.
13. ***Dogs must be leashed at all times.*** Please pick up and dispose of dog waste in waste receptacles.
14. Please do not litter! Waste and recycling receptacles are located in multiple locations throughout The Arboretum.
15. Bicycling is allowed on the Bellefonte Drive connector path and down the entrance drive.
16. Bicycling is not allowed on the paved 2-mile path through the Walk Across Kentucky Native Plant Collection.
17. Wheelchairs and strollers are allowed on the 2-mile path. All other motorized vehicles are prohibited.
18. Wheeled vehicles such as skateboards, roller blades, and scooters are prohibited on the paved 2-mile path to ensure visitor safety.

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