



[www.toofaroutfarm.org](http://www.toofaroutfarm.org) | 814-795-2686 | [toofaroutfarm@yahoo.com](mailto:toofaroutfarm@yahoo.com)

## **TFO Farm Wooden Nickel Volunteer Reward Program Policies & Procedures**

### **How to Win TFO Farm Wooden Nickels:**

- 1) **ATTEND COMMUNITY ADVISORY TEAM (C.A.T.) MEETINGS:** Attend two (2) C.A.T. Zoom meetings in one year = One (1) TFO Farm Wooden Nickel (Must be 12 years old or older to be on the Community Advisory Team.)
- 2) **PARTICIPATE IN VOLUNTEER ROUNDUPS:** 2 hours of volunteer farm labor, or administrative/office/marketing help = One TFO Farm Wooden Nickel
- 3) **NOMINATE A TFO STAR:** Submit a 500 word essay explaining why you feel another TFO Farm volunteer that you know deserves an extra perk. They will receive an extra Wooden Nickel, and YOU will get one just for submitting the nomination!

*NOTE: The volunteer opportunities listed above are available to adults and youth, age 8 & older, except C.A.T. Members must be at least 12 years old. Please note that youth under age 15 must be accompanied by a parent or guardian while volunteering at the farm. Additionally, parents may be asked to help supervise the volunteer work of their child. All volunteers and accompanying parents must complete & submit the volunteer application and sign the liability waiver found on the [VOLUNTEER page](#) of our website.*

### **Other TFO Farm Wooden Nickel (WN) Reward Program Policies:**

- 1) Wooden Nickels are not redeemable for cash, however each may represent a **\$20-\$40\* discount** towards certain purchases, up to a **50% discount on eligible services and products** that TFO Farm LLC offers. Not all products and services are available for discount under the Wooden Nickel Reward Program. \*Actual discounted amount varies between product or service to which it is applied and is determined by and at the sole discretion of TFO Farm management.
- 2) Wooden Nickels are non-transferable to others. The only exception is for a parent, grandparent, aunt, uncle, etc. who wishes to redeem them for discounted program tuition for a child in their family. The minor child must be a family member between 8 and 18 years old, and related either by blood, adoption (also foster care) or marriage.
- 3) Record & submit your volunteer hours: Please keep track of your volunteer hours on the TFO Farm Volunteer Hour Log each month. Each new month should have its own log sheet(s). Volunteer Hour Logs must be received in the TFO Farm office by the 5<sup>th</sup> of the following month. They may be hand delivered to Mike or Deb Peterson, mailed by USPS to TFO Farm LLC, 29533 Borgardus Rd., Guys Mills PA 16327 or scanned & emailed to [toofaroutfarm@yahoo.com](mailto:toofaroutfarm@yahoo.com). You may find the Volunteer Log form on the next page of this document. Please print or request printed copies by calling the TFO Farm Office at 814-795-2686.
- 4) Wooden Nickels may not be used in conjunction with other advertised or unadvertised special offers or promotions.
- 5) Wooden Nickels do not last forever and may not be redeemable after the calendar year in which they were awarded. Validity of any Wooden Nickel that is presented for a discount is at the sole discretion of the management of TFO Farm.
- 6) If you use your Wooden Nickel for program tuition or any activity involving the use of the horses, all horse-use policies & procedures apply, including the signing of the appropriate liability waivers, following all stable rules and directives of the TFO Farm staff in charge of the activities, etc.
- 7) This reward program is for TFO Farm Volunteers who have applied and been accepted as official farm volunteers, and remain in good standing.
- 8) Wooden Nickels used to discount services requiring a scheduled booking must be presented at the time of scheduling the booking.
- 9) If you need to cancel a scheduled Wooden Nickel (horsemanship program) booking, please do so at least three days prior to the scheduled time. If a Wooden Nickel booking results in a student no-show or cancellation within 3 days of the scheduled time, we reserve the right to refuse a rescheduling and you may lose your Wooden Nickel(s). Of course, we will consider extenuating circumstances, like sudden illness or family emergency.

*(Disclaimer: TFO Farm reserves the right to refuse redemption of the wooden nickel discount for certain goods/services due to weather conditions, availability or for any other reason. We also reserve the right to discontinue, rescind and/or change this offer and its policies at any time and for any reason.)*

Month/Year

## TFO Farm Volunteer Hours Log Sheet

Volunteer Name

Date of Service	Time IN	Time OUT	Description of Task or Service Rendered	W/N

### Thank you for your service!

"Work willingly at whatever  
you do, as though you were  
working for the Lord rather  
than for people."  
~Colossians 3:23 (NLT)

The information recorded on this log sheet is true and correct.

\_\_\_\_\_  
[Volunteer Signature]

\_\_\_\_\_  
[Date signed]