

## **Drop Off Policy**

-During business hours

Stop at the office and check in with an employee, someone will be out to assist you in the unloading. Animals will be recorded, using a Farm Country Butchery drop off form, by color/breed and tag number, if animal does not have an ear tag, then a hip tag must be glued on for records. Animals will be unloaded into their designated/assigned pen.

-After hours drop off

After hours our unload gates will be padlocked. Any after-hour deliveries must be scheduled in advanced. An Employee will give directions to the designated pen and ensure the gate is unlocked for your delivery. The transporter/owner is responsible for filling out paperwork with the above requirements.

It is your responsibility when doing an after-hour delivery to ensure that your animals meet state requirements, which is that they have a source of water. Please double check the pen for security, safety, and water source. We want to make sure your animals are safe and well taken care of.

An outdoor cabinet near the unload area will hold the check-in forms, hip tags, pen map, and drop off forms.

Any questions please contact Paul Bentley, aka Chumper.

Contact Information:

- Phone: 715-532-5063
- Email: <u>farmcountrybutchery@gmail.com</u>

Additional Information:

- Website: <u>www.farmcountrybutchery.com</u>
- Address: N2559 Market Road Conrath, WI 54731

Version Date: 01/30/24

Effective: 02/01/24

Mariele Huvitt Approved By: