



## *Covid-19 Walk-In Policy*

It is important to us as a business and as a family to protect our employees and customers by following any guidelines recommended by our state and federal agencies. As of now, we are open for business, but we have made adjustments to daily operations at the nursery in how we sell plants to our customers. We do understand you may want to pick up an order or look over the plants before purchasing, in that case please adhere to the following guidelines:

- In order to reduce exposure, we will not be allowing customers into our facilities. This includes our restrooms but we do have a portable on site.
- We are not able to give personal tours, assist with loading, or assist customers with “shopping”.
- We’ve left clipboards with copies of our current availability along with an order form and pencils at a booth for you to fill out in the field. *\* Please dispose of paperwork and pencil when you’re finished\**
- Once you’ve completed your form, please call into the office to place your order.
- Before any plants can be moved your order must be approved by our office staff. *\* Please do not move any plants yourself\**
- If you are a COD customer once your order has been confirmed, you must either pay with a credit card over the phone or leave a check in our mail box located by our office doors.
- Your order will be brought to the holding area located by the office for you to load at your leisure.
- We can leave a hard copy of your acknowledgment with your plants or email it you, let us know what works for you.

We appreciate your patience and trust that you will work with us, adhering to these new guidelines, with the common goal of getting back to normal as soon as possible. Thank you from all us at Van Berkum Nursery.

**Van Berkum Nursery Office: 603-463-7663**

**Walk-In Hours:**

**Monday-Friday 8am-5pm**