

Your Names  
Great Harvest Bread Co.  
13579 Anywhere Street  
Allover, USA 99503



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## Tour Confirmation

Thank you for scheduling a tour at the Great Harvest Bread Company! We welcome the opportunities to show folks around our bakery, and look forward to your visit. We have reserved your tour as follows:

Name of Group: \_\_\_\_\_  
Number in group: \_\_\_\_\_ Age range \_\_\_\_\_  
Name of contact person \_\_\_\_\_  
Contact person's address \_\_\_\_\_  
Contact Phone: \_\_\_\_\_  
Contact fax: \_\_\_\_\_  
Contact email Address: \_\_\_\_\_  
Date of tour Tuesday/Wednesday \_\_\_\_\_  
Time of tour: \_\_\_\_\_

To help us conduct a successful and enjoyable tour for everyone, all participants must observe the following safety rules. The contact person should share these rules with any participating parents and chaperones prior to the tour.

- Tours start promptly at 10 a.m. Late comers cannot be accommodated because of our tight morning schedule.
- Tours are limited to groups of 25 children, ages 4 & up. For the production segment of the tour, the large group will be divided into smaller groups of 12-13 children. No child younger than 4 will be permitted in the production area.
- Parents and chaperones must supervise children at all times while in the bakery; Great Harvest assumes no responsibility for supervision. A limited number of parents and chaperones will be permitted in the production area during the tour to supervise the children and ensure that they follow the safety rules as explained by the Great Harvest Tour Guide.
- Participants must stay with the Great Harvest Tour Guide at all times while in the production area. It is very important that participants not walk unescorted in the production area at any time.
- This is both a fun and educational experience. We look forward to any creative ideas of feedback you might have.

We look forward to seeing you soon!