This checklist is intended to be a helpful resource as you collaborate with Cornell University Agricultural Experiment Station (CUAES) staff to begin a project at, or request services from, Farm Services. This operation is close to campus in Ithaca, NY, and is one of seven farms managed by CUAES. It is highly recommended that you sit down with the farm supervisor at this location well in advance of beginning a new project to review each topic below.

**Contact Information:**

- List contact information for all project participants (PI, technicians, graduate students...):

- Do the members of your program have the required training and certifications (WPS, SPCC, pesticide license, forklift certification, DOT approval, CDL ...)

**Project Overview and Requirements: Topics for Discussion:**

- Summarize your project or request for service:
  - Labor/service assistance from CUAES staff
- Specific equipment (site prep., planting, harvest)

- Timeline

- Outline of class needs (course #, students, lunch, safety)