

BACKYARD HARVEST SITE SCOUT CHECKLIST

Crop registry number _____ Crop type(s) _____

Owner's Name _____ Phone # _____

Crop address _____

1. **Crop quality:** Check for worms, over-ripeness, other signs of damage. Only high quality produce can be picked and donated.

Describe: _____

2. **Crop quantity:**

- a. How much produce is accessible? _____
- b. How many pickers are needed total (including HL's) to complete the harvest in an hour or two (consider whether or not ladders are required as that's a limiting factor)? _____

3. **Accessibility:** Check site accessibility

a. **LADDERS**

- Are ladders needed? YES NO How many? ____ What size _____
- At what height range is the fruit? _____
- Is there room to safely place ladders? YES NO Is area flat? YES NO

b. **OTHER ACCESSIBILITY ISSUES**

- Sloped? Locked gate? Dog? Power lines? Steep driveway? Electric fencing? Other?
Describe:

- Resolution reached with property owner, if needed:

4. **Verify information** given on registration form.

Info accurate? YES No If not, what additional information and/or corrections are needed?

5. **Ask Property Owner to:**

- Sign and date the **Temporary Right-of-Entry Authorization Form**
- Pick up fallen fruit before harvest party
- Provide a green recycling bin or other container in which to put fallen/damaged fruit during the harvest (no fruit may touch the ground and be donated).

6. **Discuss Harvest Party Date** options with property owner. Give them your phone number and ask them to call you if it looks like the crop will ripen earlier or later than anticipated. If you can't transport ladders yourself, wait to find out the availability of ladder transporter before confirming harvest date and time.

7. **Contact the webmaster** (Dick at dyates@salemharvest.org or 503.877.9045) with updated information and arrange to give him the Site Scout Form and Temporary Right-of-Entry Authorization Form. Webmaster needs the following info:

Info Webmaster Needs to Post Harvest Party: Crop # _____ # of Pickers ____ (including the HLs)

Harvest Party Date _____ Time _____

Harvest Leaders _____ & _____

Special text if posting the harvest party: