

## Master Gardener Foundation of Chelan County Funds Request

*Staple your receipt(s) to the back of this form, obtain required signatures & submit within 2 weeks of purchase.*

Name: \_\_\_\_\_ Date: \_\_\_\_\_

I will pick up my check at the office in the "pick up" basket behind the reception desk.

Please mail my check to: \_\_\_\_\_  
 \_\_\_\_\_

Program Support	Amount Requested	Approval Signature*
Community Garden-Eastmont	\$ -	_____
Demonstration Garden-Boswell	\$ -	_____
Demonstration Garden-Pollinator/Fish Hatchery	\$ -	_____
Demonstration Garden-Japanese	\$ -	_____
Demonstration Garden-Xeriscape	\$ -	_____
Diagnosis Clinic	\$ -	_____
Education-Master Gardeners	\$ -	_____
Education-Outreach Adult	\$ -	_____
Education-Outreach Youth	\$ -	_____
Fairs: Chelan/NCW (circle one)	\$ -	_____
Farmers' Market: Wen /Chelan /Leav (circle one)	\$ -	_____
Fundraising-Merchandise	\$ -	_____
Fundraising-Plant Sale	\$ -	_____
Fundraising-Raffle	\$ -	_____
Home Expo	\$ -	_____
<b>Operations</b>		
Annual Meeting & Awards Celebration	\$ -	_____
Office Supplies/Office Equipment	\$ -	_____
Petty Cash-Specific Program	\$ -	_____
Sunshine Committee	\$ -	_____
Tools & Equipment	\$ -	_____
<b>Total Amount Requested</b>	<b>\$ -</b>	_____

Detailed Explanation of Expense: \_\_\_\_\_  
 \_\_\_\_\_

**\* All requests must have appropriate signatures BEFORE submitting for reimbursement.**

\*Approval Signature must be a Committee Coordinator.

\*If Committee Coordinator is requesting for self or there is no committee coordinator, Approval Signature must be a Board Member.

Office Use Only-Check Distribution		
Date	Initials	Check #
<input type="checkbox"/>	Placed in the to be "Mailed" basket	
<input type="checkbox"/>	Placed in "pick up" basket	

**Master Gardener Foundation of Chelan County Funds Request  
Demonstration Garden: Community Education Garden**

<b>Theme Gardens</b>	<b>Amount Requested</b>	<b>Approval Signature</b>
Butterfly Garden	\$ -	
Compost Station	\$ -	
Dahlia Garden	\$ -	
Deer Garden	\$ -	
Entrance Garden	\$ -	
Homer's Garden	\$ -	
Mulch & More Garden	\$ -	
Natives and More Garden	\$ -	
Rose Garden	\$ -	
Sun & Shadow Garden	\$ -	
Utility Friendly Trees	\$ -	
Vegetable Garden	\$ -	
Winnie the Pig Garden	\$ -	
<b>Operations</b>		
Bark, Gravel, Mulch	\$ -	
Fertilizer/Chemicals	\$ -	
Information Kiosk	\$ -	
Irrigation	\$ -	
Maintenance & Other Garden upkeep	\$ -	
Plant Markers	\$ -	
Toilet	\$ -	
Tools & Equipment	\$ -	
<b>Total Amount Requested</b>	<b>\$ -</b>	

**\* All requests must have appropriate signatures BEFORE submitting for reimbursement.**

\*Approval Signature must be a Garden Coordinator and Garden Manager. Garden Coordinator signs on the line next to amount. Garden Manager signs at the bottom.

\*Approval Signature must be a Board Member if Garden Manager is requesting for self.

**Garden Manager Approval Signature** \_\_\_\_\_