SUPPLY REQUEST FORM

Please complete and return this form by mail or fax if you or your group need to replace basic supplies or check out additional equipment. (Please return at least 2 WEEKS PRIOR to date in which you need supplies.) This form does not replace the Supply Check Out Form that must be signed when supplies are picked up.

Group Name: _____

Group Contact Person: _____

Day Phone: _____ Evening Phone: _____

Park(s) or Trail(s): _____

Date Supplies Needed By: _____

Qty	Item
	Trash Bag(s)
	Garbage Sticker (s)
	Work Gloves
	Latex Gloves
	Volunteer T-Shirt(s) *Please list sizes:* _____
	Volunteer Name Badge(s) *Please list names:*_____
	Litter Stick(s)
	Shovel(s)
	Trowel(s)
	Pruning Shears
	Broom(s)
	Rake(s)
	Hoe(s)
	Hose(s)
	Quick Coupler (s)
Other Supplies:	

Delivery Method:
__ I can pick up my supplies from Mabury Yard (1404 Mabury Rd. San Jose, CA 95133)
__ I can pick up my supplies from City Hall (corner of Santa Clara and 6th Street)
__ I would like to schedule a time to meet at my park
__ If possible, please mail to my address (as listed on my *Adoption Proposal / Agreement*)

_____ _____
Volunteer Signature Date

City of San José Parks, Recreation and Neighborhood Services
200 East Santa Clara, Tower Floor 9 San José, CA 95113 tel (408)793-4190 fax (408) 287-2168 www.sjadoptapark.org