



APPENDIX Z

Donation & Supply Request Form

Cash requests of \$5,000 and above will be presented to the Board for consideration quarterly beginning each January. All other donation requests should be made at least two (2) weeks in advance of requested date of donation, and staff recommends one (1) month in advance for events.

Individual/Group/Business/School Name:

Contact Name: Phone Number:

Email Address: [ ] I do not want to sign up for CVSan Newsletter emails

Mailing Address:

City: State: CA Zip Code:

Date Required: Number of People Impacted:

CVSan protects public health and the environment through proper stewardship of wastewater and solid waste. Please describe the purpose of the donation as it applies to CVSan's Mission Statement:

For requests of items not listed on this form, please attach supporting documentation such as recycled content verification, waste diversion estimates, etc.

Please check box if documentation is attached: [ ]

The above information is correct to the best of my knowledge. If the donation is approved, I will use the donated goods for the purposes listed above. I have read and accept CVSan's Donation Policy No. 3095.

X Signature (Principal Signature Required for School Requests) Date

I have received all items outlined in this Donation Request Form.

X Signature Date

Returned items (applies to borrowed materials/supplies).

X Signature Date

NOTE: Donation & Supply Request Forms can be completed online at cvsan.org/DRForm or emailed to contact@cvsan.org.

## Castro Valley Sanitary District - Donation & Supply Request Form – Item List

Indoor Containers		Qty.	Value	Total Value
	2.4 gal Organics w/lid & handle – green & filter		\$9.00	
	6 gal Organics w/ handle - green		\$7.00	
	6 gal Recycling w/ handle - blue		\$7.00	
	0.75-1.75 gal Garbage Sidesaddle - black		\$14.00	
	0.75-1.75 gal Organics Sidesaddle - green		\$14.00	
	3 gal Recycle – blue		\$15.00	
	7 gal Recycle – blue		\$17.00	
	11 gal Recycle - blue		\$31.00	
	3 gal Organics – green		\$15.00	
	7 gal Organics – green		\$17.00	
	11 gal Organics - green		\$31.00	
	23 gal Slim Jim - blue		\$85.00	
	23 gal Slim Jim - green		\$85.00	
	Slim Jim Trolley		\$105.00	

Multi-Family		Qty.	Value	Total Value
	Multi-Family Recycling Tote Bag		\$6.00	
	Multi-Family Recycling, Organics, & Garbage – 8.5x11 (dbl. sided)		\$1.00	

Bay Friendly Landscaping		Qty.	Value	Total Value
	Compost 1 cubic yard		\$10.00	
	Mulch 1 cubic yard		\$22.00	
	Delivery of Compost/Mulch		\$260.00	
	13-foot Fruit Picker		\$40.00	

Signs		Qty.	Value	Total Value
	Recycle Sign – 11x17		\$1.00	
	Recycle Sign – 8.5x14 (metal)		\$20.00	
	Recycle Sign – 8.5x11		\$1.00	
	Recycle Sticker – 8x8		\$1.00	
	Organics Sign – 11x17		\$1.00	
	Organics Sign – 8.5x14 (metal)		\$20.00	
	Organics Sign – 8.5x11		\$1.00	
	Organics Sticker – 8x8		\$1.00	
	Garbage Sign – 11x17		\$1.00	
	Garbage Sign – 8.5x14 (metal)		\$20.00	
	Garbage Sign – 8.5x11		\$1.00	
	Garbage Sticker – 8x8		\$1.00	
	Garbage Sticker – 1.5x5		\$1.00	
	Plastic Bags/Wrap Recycling Sticker – 8x8		\$1.00	
	Paper Towel Composting Sticker – 8x8		\$1.00	
	Shredded Paper Composting Sticker – 8x8		\$1.00	
	Where Does This Go? Flyer (various items) – 8.5x11		\$1.00	

Other	Qty.	Value	Total Value

\*Please email [contact@cvsan.org](mailto:contact@cvsan.org) for Event Greening Supplement page.

### For CVSan Staff Use Only

Approved Initial/Date: \_\_\_\_\_

Rejected (Comments): \_\_\_\_\_

Total Donation Value: \_\_\_\_\_

Notes: \_\_\_\_\_