

Club 4th Quarter Volunteer Form

AAGC Club Support for Zilker Botanical Garden

Club Name



Submitted

Prepared by

Title

Email

- * To use as an Excel spreadsheet, follow these directions to copy reports from your members, and this form will do the rest
- * OR - just type in numbers from each member's form, and Excel will do total; OR write in amounts and add up yourself.
- * To produce your club report the fastest way, save this template with your Club Name, (AHS_AAGC Club Volunteer Report)
- * Type your Club name into the yellow boxes on Line 4 and Line 34
- * Now, open an Individual Club Member form you received, and COPY LINE 20 from their report to you.
- * Put curser on a new line, go to PASTE Drop Down, and use first icon under, Paste Values. Volunteer name should be first.
- * Do this for each member reporting volunteer hours. If they did not use our form, just type in their name and the hours they gave you. Be sure to add your own!!
- * Email your completed report to AAGC@zbgconservancy.org
- * Due date for 4th Quarter 2020 is October 7. Next report will be due in January 2021.

Need help? Email us & we'll talk you through it! Very easy!

Name of Club Volunteer	ZBG Horticulture and Maintenance	ZBG Docent and School Programs	ZBG Event Participation	Education at Club meetings & events, planning & publicity	Club Shows and Sales	Club Board of Directors	AAGC Executive Committee, Board of Directors	Conservancy Fundraising	Conservancy Committees	Conervancy Board of Directors	Total
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	0	0	0	0	0	0	0	0	0	0	0
Total Hours by Club											0