



**OFFICE OF THE VICE CHANCELLOR FOR PLANNING AND DEVELOPMENT
SITE DEVELOPMENT AND REFORESTATION PROJECT TEAM**



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Tree Planting Activity Request Form

Directions: The information below will be used to fill out facilitation and collaboration requests for tree planting activities and/or related ones. Please fill out this sheet as completely and accurately as possible.

Date of Request: _____

REQUESTOR INFORMATION	
Name:	Email address:
Organization/Affiliation/Office:	Contact Number:

OTHER DETAILS		
How many seedlings do you wish to plant?		
Are you requesting seedlings from the SDRP? <input type="checkbox"/> YES <input type="checkbox"/> NO		
	If yes, how many?	If no, identify the seedlings that you will use (<i>kindly take note that it is mandatory to plant native species only</i>)
How many participants will there be?		
When is your target planting date?		
<i>Please return this filled-out form together with your Post-Planting Tree Nurturing Plans that you wish to coordinate with the SDRP as one of the requirements for the approval of the tree planting activity.</i>		

Reviewed by & Position: _____

Endorsed by & Position: _____

Approved by & Position: _____