

Green Kirkland Partnership Tools, Materials and Event Request



Submit All Requests Online on Green Kirkland Resources Page

<https://www.kirklandwa.gov/Government/Departments/Parks-and-Community-Services/Green-Kirkland-Partnership/Resource-Page/Event-Request-Form-Page>

See Steward Field Guide – pages 17 – 23 for tips on planning events

Timelines for request fulfillment

Open Public Events	4-6 weeks prior to ensure recruitment time
For Mulch/Portable Toilet	2-3 weeks prior to event
For Tools only	1 week prior to event

Event Information

Provide event date/times, max number, and age suitability for participants.

Provide event activities: invasive removal, mulching, planting and unit location.

Common Tools	
Gloves (S, M, L, XL)	Wheelbarrow
Loppers	Hard Rake
Hand Tillers	Table
Shovels	Pop-up Canopy
Pitch Fork	First Aid Kit
Buckets	A-Board signs
Tarp	Wire Cutters and Mallet
Weed Wrench	Flagging/Pin Flags

Materials	
Mulch (cubic Yards)	Fencing –2’ height Rabbit style
Portable Toilet	Fencing 5’ height Deer style
Cardboard/burlap (sq. ft. or # of sheets)	Wood Stakes

Crew Support
Brushcutting
Trash/Debris pickup
Herbicide application

Delivery locations and dates:

Provide description or map for delivery location, timing, or other details.

Publicity Information:

Provide any needed details on where to meet, what to bring, or special instructions for participants.