



# JOB SITE CHECKLIST FORM

## Day of: Saturday, March 24, 2018

Last Day to Cancel: February 27, 2018

|                       |
|-----------------------|
| Job #: _____          |
| Zone/Team #: _____    |
| Job Check Date: _____ |

**RECIPIENT INFORMATION - Please use a ballpoint pen and write neatly!**

Name: \_\_\_\_\_ Preferred Phone #: \_\_\_\_\_

Jobsite Address: \_\_\_\_\_

City:  Bryan  College Station Zip: 778\_\_\_\_\_

**JOB DESCRIPTION:** Please write in complete sentences.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**ESSENTIAL INFORMATION**

1) Number of Students Needed       2) Check if ANY indoor task       3) ALL Tools Provided by Resident

**SUPPLIES NEEDED\* - For liability reasons, students will not be allowed to use power tools or use any ladder over 6 ft tall.**

|                       | # Resident is Providing | #TBE Is Providing |               | # Resident is Providing | #TBE Is Providing |                       | # Resident is Providing | #TBE Is Providing |
|-----------------------|-------------------------|-------------------|---------------|-------------------------|-------------------|-----------------------|-------------------------|-------------------|
| Paint (gallons)†      | _____                   | _____             | Mops          | _____                   | _____             | Hoes                  | _____                   | _____             |
| Paint Brushes         | _____                   | _____             | Brooms        | _____                   | _____             | Hedge Shears          | _____                   | _____             |
| Rollers               | _____                   | _____             | Dust Pans     | _____                   | _____             | Spade Shovels         | _____                   | _____             |
| Scrapers              | _____                   | _____             | Garden Spades | _____                   | _____             | Flat Shovels          | _____                   | _____             |
| Trays                 | _____                   | _____             | Hand Clippers | _____                   | _____             | Trenching Shovels     | _____                   | _____             |
| Extensions            | _____                   | _____             | Hammers       | _____                   | _____             | Tree Trimmers         | _____                   | _____             |
| Ladders (not > 6 ft.) | _____                   | _____             | Saws          | _____                   | _____             | Pair of Gloves        | _____                   | _____             |
| Drop Cloths           | _____                   | _____             | Leaf Rakes    | _____                   | _____             | Trash Bags (bdl of 5) | _____                   | _____             |
| Trash Bags            | _____                   | _____             | Hard Rakes    | _____                   | _____             |                       |                         |                   |

**Special Resident Requests: (check all that apply)**

Intense Manual Labor       Females Preferred       Spanish Speaker       Truck Needed

Special Student Instructions: \_\_\_\_\_

**COMMUNITY T-SHIRT/YARD SIGN ORDER - T-shirts/yard signs and money must be exchanged at the same time. T-shirts are \$10. Yard signs are \$10**

**Yard Signs Order:** (Y/N) If yes, please indicate how many. **Total Quantity:** \_\_\_\_\_

**T-shirts:** (Y/N) If yes, please indicate how many of each. **S:**\_\_\_\_\_ **M:**\_\_\_\_\_ **L:**\_\_\_\_\_ **XL:**\_\_\_\_\_ **XXL:**\_\_\_\_\_

**Total Price for T-shirts & Yard signs:** \_\_\_\_\_

**SIGNATURES**

**Resident**

I understand that if approved, I will provide the above supplies on the day of March 24, 2018. I understand that if approved, only the above stated job(s) will be performed on March 24, 2018.

Recipient Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Staff Assistants**

I confirm that I have personally checked this job site, and to the best of my knowledge, the information listed on this sheet is correct.

Staff Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Staff Signature: \_\_\_\_\_ Date: \_\_\_\_\_