



# Wild Schools Invoice for Milestone Resources

Date \_\_\_\_\_

School Name \_\_\_\_\_

Address \_\_\_\_\_

Contact Person \_\_\_\_\_

School Phone \_\_\_\_\_

## Instructions

This invoice template is for Wild Schools redeeming for a biodiversity project grant. These are for projects on your school ground or offsite project locations if in collaboration with a community conservation group. Eligible items include items such as:

- Native plants
- Soil for planting
- Planting tools for students (e.g. trowels)
- Nest box materials
- Outdoor field equipment for students (e.g. gloves)
- Science monitoring equipment
- Bussing to field/project location
- Honorariums for field/project leaders
- Teacher on call for project or field studies planning

*Note: Infrastructure items such as greenhouses, sheds, benches etc. are not eligible.*

## Invoice Summary

MILESTONE SELECTIONS	DETAILS	TOTAL AMOUNT
<b>Total Payable</b>		

Who do we make cheque payable to?

\_\_\_\_\_

Mailing address:

### FOR OFFICE ONLY:

Total Receipts*	
Total Eligible	
<b>Total Payable</b>	

*\*Please attach receipts as required*

**Submit invoice and receipts to:**  
HCTF Education, Suite 102-2957  
Jutland Road, Victoria BC, V8T 5J9