

TO: Trevor Hammons, Zane Middle School

FROM: Wingineers (Alex Garza, Valerie Keody, Rize Martins De Oliveira)

SUBJECT: Wingineers' Receipts for Reimbursement for Bat and Bird Boxes

DATE: 4/27/2021

PURPOSE

The purpose of this memo is to convey total project cost and expenses during the Wingineers' bat and bird box project.

DISCUSSION

The table attached below this memo shows total expenses for the entirety of the Wingineer's birdhouse project. In total, \$105.57 was spent in order to design, prototype and deliver our project to Zane Middle School. This amount was just about what was expected during the early phases of the project. We ask that only \$100 of the project's budget be reimbursed as previously discussed. Below the table, receipts are shown in the order they appear on the table.

CALL TO ACTION

I recommend that a check for \$100 of the project total of \$105.57 be sent to

Alex Garza

1310 Foster Ave Apt E

Arcata, 95521