



GOLDEN WEST COLLEGE

Foundation Office

DATE: September 12, 2007

TO: GWC Faculty, Classified, and Administrators

FROM: Margie Bunten

RE: ***Wish List 2007***

The Foundation Office is pleased to announce that because of the success of ***Gala 2007***, the Foundation Board of Directors has voted to fund campus “wishes” for 2007. Each person may submit one wish item to the Foundation office. **For your wish to be considered, it must not total more than \$1,200, which includes tax, shipping/handling, and delivery.**

Applications are due to the Foundation office by **Tuesday, October 2, 2007 at 4:00 p.m.** After review, the Foundation office will post a bulletin message to notify the campus with the date that congratulatory letters will be placed in mailboxes to those selected by the committee for funding.

Application Procedures

To locate application form, go to the GWC Bulletin Page:

<http://gwc.info/forms/index.html>

then,

Select “Campus Forms” and scroll down to “Wish List Memo & Application”

The Wish List Application is an interactive PDF document that you can fill in on your computer

- Open the form “Wish List Application” at the above location
- Fill in, using TAB to move around the document
- Print completed form, you may “save as” if you wish to retain a copy on your computer
- Have your area supervisor sign
- Submit to the Foundation no later than Tuesday, October 2, 2007 at 4:00 p.m.

Please remember that all wishes must include CA State tax no matter where the item was ordered from (if the order doesn't show tax, add it!), and the total (including tax, delivery) for wishes must not exceed \$1200. No exceptions will be made. Please be certain to include a statement on how your requested item will help or impact students.

If you have questions or need assistance, please call the Foundation office at x58316.

Mark you calendars!!

11th Annual Golden West College Gala

Saturday, April 19, 2008, Hilton Waterfront Beach Resort

Where an evening of excitement and elegance supports students and the campus!